

# **Ubbeston Parish Council**

**The Annual Meeting of the Council will be held on**

**Monday 15<sup>th</sup> May 2023**

**At the Hub in Huntingfield**

**To follow the Annual Parish Meeting.**

All members of the Council are hereby summoned to attend the meeting of the Parish Council to transact the following business;

## **AGENDA**

- 1. Election of the Chairman:** Invite nominations and elect a chairman for the ensuing municipal year (2023/2024) and to receive the Declaration of Acceptance of Office by the Chairman.
- 2. Appointment of the Clerk/RFO**
- 3. Apologies for Absence:** To receive any apologies for absence.
- 4. Election of the Vice-Chairman:** Invite nominations and elect a vice-chairman for the ensuing municipal year.
- 5. Structure and frequency of meetings**

**4<sup>th</sup> May 2023**

**Julie Collett  
Clerk to Ubbeston Parish Council  
Bridge Cottage, Huntingfield, Halesworth IP19 0PX**

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Please be aware that filming and recording of the meeting may be taking place during the meeting. If you wish to record or film the meeting, please let the Chairman or Clerk know.