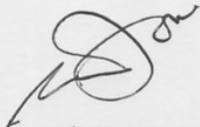


# MELMERBY PARISH COUNCIL

Email: melmerbypc@gmail.com

July 8<sup>th</sup> 2022

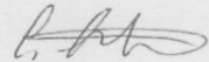
You are hereby summoned to attend a Special General Meeting of Melmerby Parish Council which will be held at Melmerby Village Hall, on Friday 8<sup>th</sup> July 2022 at 7.30pm.



Chris Jones  
Parish Councillor



David Bardsley  
Parish Councillor



Gary Fletcher  
Parish Councillor

## AGENDA

1. **Appointment of Chair of Melmerby Parish Council** - To appoint the Chair of Melmerby Parish Council following the resignation of the previous Chair and Vice-Chair.

Following the appointment of the Chair, the Special General Meeting will take place.

2. **Apologies for Absence** - To receive and accept apologies and note the reasons for absence.
3. **Declarations of Interest** – To receive all declarations of interest from members of the Council in respect of items on this agenda.
4. **Minutes** - To authorise the Chair to sign minutes of the Ordinary Parish Council Meeting held on 9<sup>th</sup> March 2022 and the Extraordinary Parish Council Meeting held on 4<sup>th</sup> May 2022.
5. **Exclusion of Press and Public (Public bodies Admission to Meetings Act 1960)** – To decide whether there are any agenda items which require consideration for the exclusion of the press and public.
6. **Public Participation** - The Chair will adjourn the meeting to allow members of the public an opportunity to speak on matters on the agenda. All public participation will be by prior arrangement with a Councillor.
7. **Appointment of Vice Chair of Melmerby Parish Council** – To appoint the Vice Chair of Melmerby Parish Council.
8. **Arrangements for Interim Clerk and Responsible Financial Officer** - To ratify the arrangements for the interim Clerk to the Parish Council.
9. **Accounts and Finance** –
  - a. To approve contractual and financial arrangements for the interim Parish Clerk.
  - b. To agree an amendment to the Parish Council bank mandate to remove the previous clerk and replace with the interim Parish Clerk.
10. **Vacancies on Melmerby Parish Council** – To update on the by-election process to fill the vacancies on Melmerby Parish Council due to recent resignations.
11. **Date of Annual Parish Meeting** – 21<sup>st</sup> September 2022, 7.00 pm.
12. **Date of the next Parish Council Meeting** – 21<sup>st</sup> September 2022, 7.30 pm.