



# Martlesham Parish Council

Parish Room  
Felixstowe Road  
Martlesham  
Woodbridge  
Suffolk IP12 4PB

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04 May 2023

## **Wednesday 10 May 2023, 7.30pm** **The Public and Press are invited to attend the** **Annual Meeting of the full Parish Council** **in the Parish Room, off Felixstowe Road** **Agenda**

1. To elect a Chairman
2. To elect a Vice-Chairman
3. To receive apologies for absence
4. To receive any declarations of interest
5. Elections Expenses returns
6. Filling the Parish Councillor vacancies
7. To approve Minutes of Parish Council Meeting 01.03.23
8. Draft minutes of the Annual Parish Meeting 22.03.23
9. To consider actions from the last meeting
10. Affirm the Finance Officer as the Responsible Financial Officer
11. Renewal of General Power of Competence
- 12. PUBLIC FORUM**
13. To appoint Committees
14. To appoint Chairmen to the Committees
15. Appointments to Working Groups
16. To appoint Martlesham Heath Householders Ltd Director
17. To appoint a Safeguarding Officer
18. Appointment of representatives to external organisations
19. Appointment of notice board caretakers
20. To note play area inspectors
21. To review Annual Subscriptions 2022/23
22. To review service contracts
23. To review deeds and documents
24. To review authorised signatories
25. To review electronic issue of paperwork
26. To consider Financial Matters
27. To consider reports & recommendations from Committees
28. To consider Clerk's Report
29. To consider reports from Working Groups
30. To consider consultations
31. To consider training
32. To consider matters relating to the Recreation Ground Trust
33. To note reports from representatives
34. To consider any items for Martlesham newsletters/Facebook/website

Please see our website [martlesham.onesuffolk.net/](http://martlesham.onesuffolk.net/) for Minutes of Meetings

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