

FAIRBURN PARISH COUNCIL

Clerk and Finance Officer: Mr RW Farman. Apartment 7 Croft House, Spout Hill,
Brighthouse, HD6 3QY

E-mail: fairburnparishcouncil@outlook.com

**Official Notice and Agenda for Fairburn's Annual Parish Meeting to be held on
Friday 10 May 2022 at 19:00 in Fairburn Community Centre**

- Any parishioner is entitled to attend this meeting and raise any concerns or questions they may have about the parish with the Parish Council.
- The Public Forum will last no longer than 15 minutes. No resident may speak for more than 3 minutes.
- These concerns and questions **must** be written and received by the Clerk **5 days before the meeting**.
- Clerk to make note of names of parishioners attending the meeting.
- All present to sign Attendance Book.

Agenda items

APM2201. Election of person to chair the Annual Parish Meeting – if the current Chairman or vice-chairman of the parish council is not in attendance.

APM2202. Welcome - Chairman to welcome councillors and members of the public

APM2203. Apologies

APM2204. Minutes of 2021 APM – If accepted, chairman to sign.

APM2205. To receive report of parish council activities since May 2021 – to be given by the current chairman, if present, or vice-chairman or a councillor

APM2206. To receive electors' comments about the report – for information only, clerk to take notes.

APM2207. Public Forum - Electors present at the meeting to raise any queries **previously sent to the clerk by email or letter**. The clerk to take notes for the council's future reference.

Public and Councillors, please note – this is not an open question and answer time but an opportunity for residents to voice any issues or concerns they may have

APM2208. Closure of APM

Signed: *G Smith* Chairman

Date: 1st May 2022