

**CLAYWORTH PARISH COUNCIL**  
**NOTICE OF MEETING**

Dear Sir/Madam

I hereby give you notice that a Meeting of the Parish Council of the above named Parish will be held on **THURSDAY 2nd FEBRUARY 2023 at 7:00pm in the MEMORIAL HALL.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Dated this 23rd day of January 2023

Stephen B. Brown

Acting Clerk of the Parish Council

**BUSINESS TO BE TRANSACTED**

1. Statement on the situation regarding Clayworth Parish Council
2. Declaration of Acceptance of Office
3. Appointment of Chairman
4. Appointment of Vice Chairman
5. Public Session -15 minutes
6. Apologies for absence.
7. Declarations of interest
8. Minutes of the Meeting held on 19th October 2022
9. Matters arising from the minutes
10. Finance
  - a. Bank balances
  - b. PaymentsSharpe Group Ltd – Monthly Website Charge £25  
Memorial Hall Grant - £500 request  
Church Graveyard -£500 request
11. Parish Council Budget 2023/24 and Parish Precept request
12. Correspondence
13. Date and time of the next Parish Council Meeting in the Memorial Hall.

*In accordance with the Public Bodies (Admission to Meetings) Act 1960 the following agenda item the council may vote to close the following item to members of the public due so that the Council can discuss Staffing Information which is relating to an individual for example Contracts of employment, salaries, financial or personal business affairs of the individual. Minutes of the decisions made under this item will be open to the public.*

14. Interim arrangements to manage the Parish Council until May elections.