

**Warbstow Annual Parish Meeting    Tuesday 9<sup>th</sup> May 2023    19:30    at Canworthy Water Hall**

<b>Agenda item</b>	<b>Duration</b>	<b>Information/ Decision</b>	<b>Action/Who</b>
1. Apologies and welcome	2 mins		
2. Public Speaking	15 mins		
3. Election of Chair	4 mins	<b>Decision</b>	
4. Election of Vice Chair	4 mins	<b>Decision</b>	
5. Signing of declaration of acceptance of office – Chair and Vice Chair	2 min		
6. Declarations of Interests updates	2 mins		All
7. Finance <ul style="list-style-type: none"> <li>a. Internal Audit update</li> <li>b. CALC Membership</li> <li>c. May 6<sup>th</sup> Events – payments</li> <li>d. Microsoft Office</li> </ul>	2 mins		CLlr Hutchinson
8. Dates for forth coming year	2 mins		All



Signed

Dated May 2023

**Lesley Bain**  
**Warbstow Parish Clerk**