

**Great and Little Hampden Parish Council**  
**Memorial Hall, Memorial Road Great Hampden HP16 9RF**

**NOTICE**

**To Members of the Council:** You are hereby summoned to attend the **ANNUAL PARISH MEETING** of Great and Little Hampden Parish Council **Tuesday 28 May 2024 commencing at 6.00pm**. The meeting will take place at the Memorial Hall from 1800 hrs. The May 2024 Parish Council meeting (the Annual Meeting of the Parish Council) will follow the Annual Parish Meeting.

**To Members of the Public and Press:** You are invited to attend the meeting aforementioned.

All Parish and Town Councils throughout England are required by law to hold an Annual Parish Meeting, which must take place between 1 March and the 1 June (inclusive).

**Purpose of the Annual Parish Meeting:** The meeting acts as an annual democratic point of communication enabling the Parish Council to explain what it has been doing over the last year and providing an opportunity for the electors to have their say on anything they consider is important to the people of the Parish.

**Who can attend the meeting:** The Annual Parish Meeting is a meeting of all the local government electors for the Parish, which the public are entitled to attend and participate in.

**Will I be able to ask questions and make suggestions?** Yes, any registered elector may ask questions of the Council, which will usually be answered by the Chair, the Clerk to the Council, or a designated Councillor. An elector may also make suggestions and comment on anything relevant to the residents of the Great and Little Hampden Parish.

**Will Parish Councillors be there?** Yes, however, the purpose of the meeting is to enable the ordinary electors to have their say. Councillors will listen with interest as electors themselves can raise questions and make comments if they wish.

**Will notes be taken of the meeting?** Yes, a written record of the meeting will be taken and presented at the next Annual Parish meeting for approval.

*Nick Baxter*

**Nick Baxter - Clerk to the Council – 13 May 2024**

<b>AGENDA</b>		<b>Submitted by</b>	<b>Inputs</b>
<b>1. Formalities</b>			
a)	To NOTE any received apologies for absence and DECIDE whether to accept any such apologies	All	Verbal
<b>2. Minutes and matters arising</b>			
a)	To APPROVE the minutes of the annual meeting held on 24 May 2023 and CONSIDER any matters arising.	Chair	Verbal
<b>3. Annual report by the Chair (during the period 2023-2024)</b>			
a)	To RECEIVE an annual report from the Chair for the period ending March 2024	Chair	Verbal
<b>4. Questions from parishioners/electorate</b>			
a)	The Chair/Clerk will take questions from the floor	Chair/Clerk	Verbal