

# Baginton Parish Council EVENTS COMMITTEE

PHIL CLARK - CLERK  
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Dear Event Committee Member,

28<sup>th</sup> March 2021.

You are hereby summoned to attend the Annual General meeting of Baginton Events Committee to be held via ZOOM at 7:30pm on 7<sup>th</sup> April for the purpose of considering the following agenda:-



Phillip Clark – Clerk to the Parish Council.

Any Members of Baginton Parish Council, Police, Press & Residents who wish to attend should contact the Clerk above for a ZOOM invitation at least 1 day before the meeting.

## **DECLARATIONS OF INTEREST**

Members are reminded to make declarations of interest in respect of any items appearing on the agenda. Declarations should be made orally immediately before the item is discussed. If your interest is substantial, pecuniary or prejudicial you may be asked to leave the room during the discussion of the item.

## **AGENDA FOR ANNUAL GENERAL MEETING.**

- 1. Appointment of Chairman** – By nomination & show of hands.
- 2. Appointment of Treasurer** – By nomination & show of hands
- 3. Appointment of Secretary** – By nomination & show of hands
- 4. Terms of Reference**  
To accept, by show of hands, that the current terms of reference, or adaptation thereof, adequately outline the terms of reference for the Events Committee.
- 5. To discuss matters relating to upcoming events**  
To discuss matters relating to future events, requirements of the Committee, allocation of tasks, receiving of reports and issue of responsibilities, as required. To include participation from the public and non-committee members.
- 6. Financial Matters – To receive any updates and comments.**

The Events Committee is financially independent of Baginton Parish Council and has no obligation to follow Council's Financial Regulations or its protocols on transparency in connection with its financial situation. Financial regulations and procedures are defined within the Committee's own Constitution. Consequently, the financial aspects of the agenda can be changed by the Committee without notice.

- 7. Any Other Business**