

**\*\* PLEASE NOTE STARTING TIME FOR MEETING \*\***



# Parish Council of Up Holland

David Hughes  
Clerk to the Council

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3 May 2016

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Dear Councillor,

You are summoned to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** to be held on **TUESDAY 10 MAY 2016 at 7.00pm** in the **COMMUNITY MEETING ROOM, UP HOLLAND LIBRARY.**

Yours faithfully

David Hughes  
Clerk to the Council

To: The Chairman and Members of the Parish Council

Copies for information to:

County and District Councillors for Up Holland and Wrightington Wards; R Cooper MP; Up Holland Library; Skelmersdale Advertiser; Skelmersdale Champion; Lancashire Constabulary (2); Parish Council notice boards (5)

**Note: From 6.45pm there will be 15 minutes for public participation**

continued

## AGENDA

1. Apologies
2. To elect the Chairman of the Parish Council for the ensuing Municipal Year and to receive Declaration of Acceptance of Office.
3. To elect the Deputy Chairman of the Parish Council and to receive Declaration of Acceptance of Office.
4. To consider:
  - (a) the establishment and membership of committees, their powers and duties, and
  - (b) the dates and times of meetings of Parish Council and committees  
(see attached reports)
5. Membership of organisations and subscriptions:
  - (a) Lancashire Association of Local Councils (LALC) and the National Association of Local Councils (NALC),
  - (b) other organisations (currently includes OPSTA, CPRE and Open Spaces Society).
6. To appoint Representatives to serve on:
  - (a) Area Committee of LALC
  - (b) Up Holland Library Management Group
  - (c) Other Bodies
7. To consider:
  - (a) Council Procedures for the ensuing Municipal Year
  - (b) Standing Orders
8. Banking arrangements
9. To re-adopt the Code of Practice for Local Councils in Handling Complaints as recommended by the National Association of Local Councils.