



## **Agenda for the Monthly Meeting of Gormsey Parish Council**

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

Call to Order

The Chairperson will call the meeting to order and establish a quorum.

Apologies for Absence

Recording of apologies for absence from council members.

Minutes of the Previous Meeting

Review and approval of the minutes from the last meeting.

Matters arising from the minutes.

Chairperson's Report

Updates and announcements from the Chairperson.

Financial Report

Presentation of the current financial status of the council.

Any outstanding invoices or financial matters to discuss.

Planning and Development

Review of any planning applications received.

Discussion on ongoing development projects within the parish.

Any other related issues to be addressed.

Community Engagement

Updates on community events and initiatives.



Discussion on ways to further engage with the community.

Feedback on recent community activities.

Infrastructure and Maintenance

Reports on the maintenance of parish infrastructure (roads, parks, buildings, etc.).

Any issues or concerns regarding infrastructure to be discussed.

Environmental Matters

Updates on environmental projects or initiatives.

Discussion on ways to improve environmental sustainability within the parish.

Correspondence

Review of any correspondence received since the last meeting.

Actions to be taken regarding correspondence.

Any Other Business (AOB)

Any additional items that council members wish to raise for discussion.

Non-agenda items brought forward for consideration.

Date and Time of Next Meeting

Confirmation of the date, time, and location for the next monthly meeting.

Adjournment

Formal closing of the meeting.

Please note that this agenda is subject to change at the discretion of the Chairperson or upon the request of council members.