



## SWINDON PARISH COUNCIL

Dear Councillor,

The meeting of Swindon Parish Council to be held on **Wednesday 23<sup>rd</sup> May 2011 at 7.15PM**, Swindon Community Centre, High Street Swindon will be the Annual Council Meeting which will include the Annual Parish Meeting. Please find below the agenda for the Annual Council Meeting.

This meeting will be followed by the ordinary Council meeting for which I have already forwarded an agenda.

### AGENDA ANNUAL COUNCIL MEETING

1. Elect the Chairman of the Council.
2. Elect the Vice-Chairman of the Council
3. Approve the minutes of the last meeting
5. Receive any declarations of interest.
6. Approve a programme of ordinary meetings of the Council for the year, normally 4<sup>th</sup> Wednesday of the month.
7. Receive any announcements from the Chairman.

Please note this will have covered item 4 & 5 on the agenda for the ordinary meeting.

Yours sincerely,

*Jenni Green*

**Clerk to Swindon P C**