

DATE: 23rd May 2008.

TO: **ALL MEMBERS OF THE COUNCIL.**

Dear Sir/Madam

You are hereby summoned to attend the **ANNUAL STATUTORY MEETING** of **THE PARISH COUNCIL** to be held in **THE OLD CHAPEL MEETING ROOM, CHURCH ROAD, OLD WINDSOR**, on **WEDNESDAY 28th MAY 2008**, at **7,30 P.M.**, when it is proposed to transact the business specified in the following Agenda.

Yours faithfully,

GRAHAM J. LEAVER,
CLERK TO THE COUNCIL.

A G E N D A

1. Apologies and Announcements.
2. To elect a CHAIRMAN of the PARISH COUNCIL for the ensuing year.
3. To receive the CHAIRMAN'S DECLARATION of ACCEPTANCE OF OFFICE.
4. To elect a VICE-CHAIRMAN of the PARISH COUNCIL for the ensuing year.
5. To consider the TERMS OF REFERENCE, FREQUENCIES and TIMES of MEETINGS of the COUNCIL.
6. To appoint the following LEAD MEMBERS and DEPUTIES under the NEW TERMS OF REFERENCE, FREQUENCIES and TIMES of MEETINGS, NOW APPROVED.
 - a) Policy and Resources.
 - b) Planning.
 - c) Environment.
 - d) Emergency Action.
 - e) Clerks Terms and Conditions Working Group

P.T.O.

7. To appoint REPRESENTATIVES to OTHER BODIES, as required, at this time, as set out below:-

MEMORIAL HALL MANAGEMENT COMMITTEE	- 5 Representatives.
OLD WINDSOR UNITED CHARITIES	- 3 Representatives.
OLD WINDSOR YOUTH CLUB	- 1 Representative.
LOCAL AUTHORITIES AIRCRAFT NOISE COUNCIL	- 1 Representative.
WINDSOR & MAIDENHEAD DISTRICT ASSOCIATION OF LOCAL COUNCILS	- 2 Representatives.
BERKSHIRE ASSOCIATION OF LOCAL COUNCILS	- 1 Representative.
CAMPAIGN TO PROTECT RURAL ENGLAND	- 1 Representative.
OLD WINDSOR DAY CENTRE	- 1 Representative.
OLD WINDSOR COMMUNITY PARTNERSHIP	- 3 Representatives.

*** A list of current representatives is attached.**

8. To approve the Programme of Meetings for the 2008/2008 Municipal Year.

*** Please note attached draft programme.**