



Kingswear Parish Council

Parish Clerk: Sue Balsdon, 9 St Matthews Road, Torquay, TQ2 6JA Tel: 07863 227031
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22nd May 2019

Dear Councillor

You are hereby summoned to attend an **Extraordinary Meeting** of the Council to be held at the Sarah Roope Trust Rooms, Church Hill, Kingswear on **Tuesday 28th May 2019 at 6:00pm**, when the following items will be discussed:

PLEASE NOTE Press and Public Welcome

- 1. The Chairman will welcome everyone to the meeting.**
- 2. To receive any apologies for absence from the meeting.**
- 3. To receive any Declaration of Interest. [Councillors are also reminded that they must register any new interest or change in any interest already registered within 28 days of that new interest or change].**

The Council Meeting will now be suspended to receive questions or hear representations from members of the public. The Council allows a period of 15 minutes for this to take place and members of the public should not speak for longer than 3 minutes each.

- 4. CO-OPTION - Candidates will have 5 minutes to introduce themselves, give information on their background and experience and explain why they wish to become a member of the Parish Council. After the presentations Councillors may ask candidates questions before proceeding to vote.**
- 5. To receive completed 'Acceptance of Office' forms from co-opted Parish Councillors if appointed.**
- 6. To approve to take on the Lower Ferry Toilets as a 'Lease Transfer'.**

The Chairman will thank the members of the public for their attendance and close the meeting.

By Order of the Council

Sue Balsdon

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Clerk to the Council