

# HPC

## Highmoor Parish Council

Councillors are summoned to attend the extraordinary meeting of Highmoor Parish Council which will commence at 7.00 pm on Wednesday 27 September 2023 in the **Memorial Hall, Highmoor Cross, Oxon RG9 5DX.**

*(Note: Public speaking will be for a maximum 15 minute period with each speaker to try and limit their time to no more than 3 minutes when raising issues/ points related to council's work– if a member of the public wishes to raise a specific question (related to the work of the parish council including planning applications to be considered by the Council) please contact the Clerk (see below) 48 hours before the meeting giving time for up to date information to be sought. If it is not possible to access required information for the meeting then either a written response will be made at a later date or the question will be included on the next Council agenda.)*

**Key: HPC Highmoor Parish Council**  
**RFO Responsible Financial Officer**

The following business will be transacted:-

1. To receive apologies for absence.
2. To receive declarations of personal and prejudicial interests from councillors.
3. To consider whether an unpaid position of Clerk, Proper Officer and RFO shall be created with effect from the date on which the previous clerk's employment ended and a councillor appointed to such position to enable the council to remain operational and to deal with essential and high priority items.
4. To consider various matters pertaining to HPC's account with Barclays Bank in the light of the change of clerk.

Next Meeting: 6<sup>th</sup> December 2023 Memorial Hall

Signed

Date 21 September 2023

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Interim Clerk to the Council