


NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

I hereby give you notice that an Extraordinary Meeting of Heckington Parish Council will be held in the Council Chambers, St Andrews Street on **Tuesday 10th October 2017 at 7.00pm**. Members of the public and press are invited to attend.

All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out hereunder.

Signed: MJ Palmer



Dated: 4th October 2017

Chairman, Heckington Parish Council

AGENDA

1. **Public Speaking Time**
2. **Chairman's remarks**
3. **Apologies for absence and reasons given**
4. **To receive a declaration of interest in accordance with the Localism Act 2011**
5. **To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill 1 x existing vacancy -**
 1. Process explanation
 2. Introduction of Candidates and opening speeches
 3. **To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (for discussion of candidate suitability)**
 4. Return to open session
 5. **To vote and select a successful candidate (if applicable)**
 6. **To receive a declaration of acceptance of office from the successful candidate (if applicable)**
6. **To update on the situation with the election process for the second Casual vacancy**
7. **To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960**