

Hilborough Parish Council

I hereby give you notice of Hilborough Parish Council extraordinary meeting to be held at Mills Memorial Hall at 7pm on 7th June 2026 at 10:00am.

All Councillors are summoned to attend, Press and Public are warmly invited to attend

02nd June 2026

Mrs Tiffany Cox

T.Cox

Clerk to the Parish Council

AGENDA

1. Apologies

- 1.1 To consider accepting apologies for absence.
- 1.2 To note that Carol Cox has resigned from Hilborough Parish Council.
- 1.3 To note that Andrew Steward is no longer a Councillor for Hilborough Parish Council.

2. To elect a Chair and sign the declaration of acceptance to office.

3. To elect a Vice Chair and sign the declaration of acceptance to office.

4. Declarations of interest

- 4.1 To record declarations of interest from members on any item to be discussed.

5. Minutes

To approve the minutes of the meeting held on the 19th of May 2026.

6. Finance

- 6.1 To review account signatories, address of account and access for staff and Councillors.

7. Date and time of next meeting – 21st July 2026.

Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the Council will move to exclude the press and public for the remaining items of the agenda, by reason of the confidential nature of the business.

8. Staffing Matters

- 8.1 To note that Tiffany Cox has resigned for the position of Parish Clerk and Responsible Financial Officer and the contract will cease from 20th June 2026.
- 8.2 To consider appointing Sarah Hunt as Locum Parish Clerk & Responsible Financial Officer to Hilborough Parish Council, and Administrator to the Hilborough Village Hall Charity and AGREE any action.

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