



14th May 2025

THE ANNUAL MEETING OF HEADLAND PARISH COUNCIL will be held on **MONDAY, 19TH MAY 2025** IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING WHICH IS DUE TO COMMENCE AT **6.45PM** in the **Croft Room, Borough Buildings.**

M. Ellett
Clerk to the Council

AGENDA:

- 1. ELECTION OF CHAIR OF THE COUNCIL**
- 2. TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 3. ELECTION OF VICE-CHAIR**
- 4. TO RECEIVE THE VICE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 5. TO ACCEPT APOLOGIES FOR ABSENCE**
- 6. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
- 7. TO APPOINT MEMBERS TO SERVE ON THE PARISH COMMITTEES**
- 8. TO CONFIRM MEMBERS' ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**
- 9. TO ELECT A PRESS REPRESENTATIVE**
- 10. TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY, 28TH APRIL 2025** enclosed
- 11. TO APPOINT AN INTERNAL AUDITOR AND ACCEPT INTERNAL AUDIT REPORT FOR 2024/25.**
- 12. APPROVAL OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2024/25**



Hartlepool Headland
◆ Parish Council ◆

Clerk to the Council: Mrs M. Ellett

Borough Buildings, Middlegate
Hartlepool, TS24 OJD

13. PUBLIC QUESTIONS

14. DATE & TIME OF NEXT MEETING

Monday, 30th June