

**NEWBURGH PARISH COUNCIL**  
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20 May 2021

Dear Resident,

You are hereby invited to attend the Annual Parish Meeting, which will be held by virtual communication Zoom on Wednesday 26 May 2021 commencing at 7pm.

Yours sincerely



Cllr Jacky Citarella  
Chair

Members of the public are welcome to join the Zoom meeting and are requested to contact the Clerk for the joining details no later than 5pm on Tuesday 25 May 2021. The Remote Meeting Protocols are included below as part of the agenda.

## **AGENDA**

1. Approve Minutes of the Annual Parish Meeting held on 22 May 2019. (There was no Annual Parish Meeting held in 2020).
2. Receive Parish Council Annual Report from the Chair
3. Public to raise any issues or questions

## **Remote Meeting Protocols**

Please note the following procedures to ensure the smooth running of the meeting:

- Members of the public will be muted and will only be able to speak during the public discussion section of the meeting. If you wish to speak during this section please raise a hand, when the Chairman invites the member of the public to speak he/she will be unmuted. Before speaking, the member of the public should state their name. Each member of the public will be able to speak for a limit of three minutes.
- Members will be muted; to speak please raise a hand; when the Chairman invites him/her to speak they will be unmuted

Enclosure:

Minutes of the Meeting held on 22 May 2019