



5 October 2018

Dorset Association of Parish & Town Councils
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EXTRAORDINARY CHIEF EXECUTIVE'S
CIRCULAR

ANNUAL GENERAL MEETING 2018 – INFORMATION & TIMETABLE

The AGM this year will be on **Saturday 10 November 2018** and will be a morning event followed by lunch.

An agenda is being distributed with this document and is also on the [DAPTC website](#)

Every member council will be entitled to send two representatives, but only one vote on any particular motion.

The minutes of the 2017 AGM are available on the [DAPTC website](#)

The Annual Report will be available on the website next week.

MOTIONS FOR DEBATE

The list of motions is attached to the agenda, for discussion at a council meeting and to agree a voting mandate for their representative, prior to the AGM.

Please note that:

- **Any council which has proposed one of those motions must have their representative in attendance at the AGM to propose the motion**
- **Representatives at the AGM may be required to make a decision after an informed debate and possible amendment. DAPTC will recognise the final decision.**

The AGM will debate the motions, and consider giving the Executive Committee delegated power to finalise the wording and any supplementary information to NALC.

Progress of motions approved at the 2017 AGM are available on the [DAPTC website](#)

Disabled access

To ensure disabled access to all areas of the event, all refreshments and information stands will be in the main foyer of County Hall. All aspects of the event will be on one floor of the building. A hearing aid loop is provided in the meeting space in the council chamber.

Parking arrangements - important information

Post code for Satnavs: DT1 1XJ

Parking in the pay and display car park opposite the front of county hall (the Colliton Park car park) is NOT free on Saturdays.

FREE car parking is available in the car park around county hall, **within the (open) barriered section only. An anti-clockwise one way system is in operation** with entry to the car park to the right hand side of county hall. The attached map shows details, also highlighting the parking area closest to the entrance to county hall.

Please ensure you do not park in any of the spaces in front of the open barrier – these are for one hour parking only and are patrolled by traffic wardens who will issue parking fines .

Disabled parking

A very limited number of marked **disabled parking spaces** are available in the car park opposite the front of county hall (the Colliton Park car park) for blue badge holders.

If you would like any further assistance with planning your parking needs, please contact us at daptc@dorsetcc.gov.uk.

Photography

Please note that photographs will be taken during the event. If you do not wish your photograph to be taken, please inform DAPTC staff or the photographer.

Catering preparation

Numbers of representatives attending the AGM, along with any special dietary requirements, will be needed by **26th October** please. Please let us know by email or booking through the website.

Many thanks
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