

ANNUAL MEETING OF THE PARISH COUNCIL

The Main Hall, Old School Building, Main Street

AGENDA

Tuesday May 21st 2019 at 7:30pm

- 19/1624 Election of the Chair of the Parish Council**
19/1625 Election of Vice-Chair of the Parish Council
19/1626 Receipt of Chair's and Councillors' Declarations of Acceptance of Office
19/1627 Apologies for absence
19/1628 Council members' declaration of interests for items on the agenda
19/1629 Review of the Terms of Reference and delegation arrangements for committees
19/1630 Appointment of members to committees and sub-committees
- i) Planning Committee, 5 members
 - ii) Finance and General Purpose Committee, 5 members
 - iii) Poplars Sub-Committee, 5 members
 - iv) Old School Building Phase II Sub-Committee 7, members
 - v) Community Engagement Sub-Committee 5, members
 - vi) Amenities Sub-Committee, 5 members
- 19/1631 To resolve into committees for the purposes of electing a Chair and Vice-Chair as appropriate of:**
- i) Planning Committee
 - ii) Finance & General Purpose Committee
- To note Chair and Vice Chair of all other committees to be elected at the first meeting of that committee.
- 19/1632 To elect members of Steering Groups as below and instigate other Working Groups as appropriate:**
- i) 3G Steering Group, 3 members
 - ii) Poplars Access Working Group, 3 members
- 19/1633 To elect members to represent the Council to the following bodies and other organisations as appropriate:**
- i) School Liaison, 1 member
 - ii) Neighbourhood Watch, 1 member
- 19/1634 To elect the Council's Risk Assessment Panel, 3 Members (from F&GP)**
19/1935 To note report from internal audit monitoring held on June 14th 2018 –
previously circulated
- 19/1636 To elect the Council's Human Resources Panel, 4 Members (Chairs of the Council and F&GP plus 2 with HR experience)**

- 19/1637** **Review and adoption of Standing Orders**
19/1638 **Review and adoption of Financial Regulations**
19/1639 **Unity Trust Bank** – To remove Cllr P Blandamer as bank signatory
Unity Trust Bank – To nominate new bank signatory, making the total 4
19/1640 **General Power of Competence - Proposal:** The Parish Council resolves from 21st
 May 2019, until the next relevant Annual Meeting of the Council, that having met
 the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The
 Parish Councils (General Power of Competence)(Prescribed Conditions) Order
 2012 **to adopt the General Power of Competence** – Background paper previously
 circulated
19/1641 **Determination of the time and place of meetings of the Parish Council** up to the
 next Annual Meeting of the Council - proposed schedule previously circulated.
19/1642 **Electronic Papers – Proposal:** For Councillors to opt to receive Full Council papers
 electronically following the change in DCLG regulation in 2015.
19/1643 **Minutes from previous meetings**
 i) April 2nd 2019 – previously circulated
 ii) Matters arising (not covered by the agenda – for information only)
19/1644 **Opportunity for questions from members of the public** (15 minutes)
19/1645 **County Councillor’s report** – verbal update
19/1646 **Borough Councillor’s report** – verbal update
19/1647 **Finance matters**
 i) To retrospectively approve Bills for Payment April / May 2019 due for
 payment pre 2nd May
 ii) To approve Bills for Payment for April /May due for payment (ii) post 2nd
 May 2019 - Previously Circulated
 iii) To approve Late Bills for Payment for May 2019
 iv) To note urgent expenditure on play equipment in Roberts’ Recreation
 Ground – titan swing bearings (£1,178.10) and basket swing joint
 (£1,083.26) to be allocated to Roberts’ Rec Reserve and Maintenance
 Codes
19/1648 **Correspondence**
19/1649 **To receive minutes and recommendations of the following committees and sub-**
committees:
 (i) **Planning:** To receive minutes of meeting held on 2nd 16th & 30th April 2019
 Finance & General Purpose Committee: No meeting held in April
 (ii) **Amenities:** No meeting held in April 2019
 (v) **Community Engagement:** No meeting held in April 2019
 (vi) **Old School Building Phase II Committee:** To receive minutes of meeting
 held on Tuesday 23rd April 2019
 Proposal: To commission two on-site assessments, based on proposed
 design brief at a cost of £1,200 + VAT
 (iii) **Poplars Sports Ground Committee:** No meeting held in April
19/1650 **Information update:** to receive items not requiring decisions
19/1651 **Date of next meeting:** Tuesday June 4^h 2019 at 7:30pm