

ANNUAL MEETING OF THE PARISH COUNCIL

Main Hall, The Old School Building, Main Steet

AGENDA

Tuesday May 7th 2024 at 7:30pm

- 24/2217 Election of the Chair of the Parish Council**
- 24/2218 Receipt of Chair's Declarations of Acceptance of Office**
- 24/2219 Election of Vice-Chair of the Parish Council**
- 24/2220 Apologies for absence**
- 24/2221 Council members' declaration of interests for items on the agenda**
- 24/2222 Terms of Reference and delegation arrangements for committees – To agree to defer to June meeting**
- 24/2223 Appointment of members to committees and sub-committees**
- i) Planning Committee, 5 members
 - ii) Finance and General Purpose Committee, 4 members
 - iii) Old School Building Phase II Sub-Committee, 6 members (To consider re-naming to *Community Garden* Sub-Committee)
 - iv) Community Engagement Sub-Committee, 5 members
 - v) Poplars Sub-Committee, 5 members
 - vi) Amenities Sub-Committee, 5 members
- 24/2224 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
 - iii) HR Panel
- To note Chair and Vice Chair of all other committees to be elected at the first meeting of that committee.
- 24/2225 To elect members of Steering Groups as below and instigate other Working Groups as appropriate:**
- i) 3G Steering Group, 3 members
 - ii) Poplars Casual Play Area WG, 3 members
 - iii) Old School Trust WG, 3 members
- 24/2226 To elect members to represent the Council to the following bodies and other organisations as appropriate:**
- i) School Liaison, 1 member
 - ii) Police Liaison, 1 member
 - iii) Village Hall, 1 member
- 24/2227 To elect the Council's Risk Assessment Panel, 3 Members (from F&GP)**
- 24/2228 To elect the Council's Human Resources Panel, 4 Members (Chair of the Council and Chair of F&GP plus 2 with HR experience)**
- 24/2229 Review and adoption of Standing Orders**

- 24/2230** **Review and adoption of Financial Regulations**
- 24/2231** **Determination of the time and place of meetings of the Parish Council** up to the next Annual Meeting of the Council.
- 24/2232** **Minutes from previous meetings**
- i) April 9th 2024 – previously circulated
- ii) Matters arising (not covered by the agenda – for information only)
- 24/2233** **Opportunity for questions from members of the public** (15 minutes)
- 24/2234** **County Councillor’s report** – verbal update
- 24/2235** **Borough Councillor’s report** – verbal update
- 24/2236** **Finance matters**
- i) To approve Bills for Payment for April 2024 – Previously circulated
- ii) To approve Late Bills for Payment for April 2024 – Previously circulated
- iii) To receive monthly accounts to end of April 2024
- 24/2237** **Correspondence**
- 24/2238** **To receive minutes and recommendations of the following committees and sub-committees:**
- (i) **Planning:** To receive minutes of meetings held on 30th April 2024
- (ii) **Finance & General Purpose Committee:** To receive minutes of meeting held on 30th April 2024
- a. **To approve engagement of contractor for OSB internal refurbishment**
- b. **To note funding applications to GBC for £5k to be submitted for community garden**
- c. **To consider request from GBC for contribution to running costs of CCTV from 2025 onwards via precept**
- (iii) **Amenities:** To receive minutes of meeting held on 30th April 2024
- (iv) **Community Engagement:** No meeting held in April
- (vi) **Old School Building Phase II Committee:** To receive minutes of meeting held on 2nd May 2024
- (v) **Poplars Sports Ground Committee:** To receive minutes of meeting held 29th April 2024
- 24/2239** **Information update:** to receive items not requiring decisions

Due to the confidential nature of the item to be transacted, members of the public are kindly requested to exit the meeting.

- 24/2240** **HR Panel** - Update
- 24/2241** **Date of next meeting:** Tuesday 11th June at 7:30pm