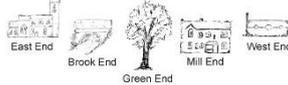


Chadlington Parish Council



Council members are hereby summoned to attend the Annual Council Meeting on Monday 09 May 2022 at 7.30 pm, at Chadlington Memorial Hall, following the Annual Parish Meeting. Please inform the Clerk if you are unable to attend.

Anne Ogilvie

Anne Ogilvie – Chadlington Parish Council Clerk

03 May 2022

This meeting is open to the public.

Recording of meeting: Please be aware that the meeting may be recorded by the Council or others, and no permissions are required for this, pursuant to the Openness of Local Government Bodies Regulations 2014, amending the Public Bodies (Admission to Meetings) Act 1960.

Agenda

1. To elect the Chairman of the Council
2. To receive Acceptance of Office of the Chairman
3. Welcome from the Chairman
4. To elect the Vice-Chairman of the Council
5. To receive Acceptance of Office of the Vice-Chairman
6. To receive apologies for absence
7. To approve and sign the minutes of the meeting on 01 April 2022
8. To receive declarations of interest from Members regarding items on the agenda
9. Public participation – allow members of the press/public to comment on any item on the agenda, or bring any matter to the attention of the Council. In accordance with Standing Orders, this will not exceed 15 minutes in total and 3 minutes per person.
10. To approve that from 03 May 2022 until the next relevant Annual Meeting of the Council that the council is eligible to use and adopt the General Power of Competence (Localism Act 2011, ss1-8) as the total number of elected councillors remaining from the 2021 ordinary election and the number elected at election of 24 March 2022 is greater than two-thirds of the total number of seats on the council, and the council has a qualified Clerk as defined in The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2021, sch 2
11. To create committees to carry out Council business and agree terms of reference
12. To appoint members to serve on committees
13. To review existing working groups and agree terms of reference
14. To create working groups to carry out Council business and agree terms of reference
15. To appoint members to serve on working groups
16. To appoint lead councillors and agree terms of reference
17. To review delegation arrangements to committee and other local authorities

18. To review delegation arrangements to officers
19. To review arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses
20. To review and adopt Standing Orders
21. To review and adopt Financial Regulations
22. To review and approve Council's complaints procedures
23. To review and approve the dates of all Council policies, procedures and notices to include the Council's policies and practices in respect of its obligations under freedom of information and data protection legislation, the Council's policy for dealing with the press/media, and the Council's employment policies and procedures
24. To review representation on, or work with, external bodies and arrangements for reporting back to Council
25. To review and approve the inventory of land owned or maintained by Council
26. To receive and comment on Asset Inspection undertaken by Cllr Moore in March
27. To review and approve the asset register
28. To review and approve the Council insurance policy and renewal agreement
29. To review and approve Council's and staff subscriptions to other bodies
30. To review annual maintenance and administration contracts and agreements, and agree actions
31. To determine the time and place of ordinary meetings of the Council and committees up to and including the next Annual Council Meeting
32. To approve the Councillor Code of Conduct
33. To appoint an internal auditor for the current financial year
34. To receive and comment on the RFO's review of the annual accounts to 31 March 2022
35. To approve the Scheduled Payments List and suppliers for the year to May 2023
36. To approve the Direct Debits and Standing Orders List for the year to May 2023
37. To receive reports from the County and District Councillors
38. To receive and comment on the Clerk's report
39. Planning and enforcement
 - a. Any planning applications or enforcement notices received before the date of the meeting
 - b. Update of previous planning applications and enforcement actions
40. Business items
 - a. To receive regular playground inspection reports and agree actions
 - b. To consider playground refurbishment project and agree actions (deferred from meeting on 14 March 2022)
 - c. To consider replacing the playground tyre swing and agree actions (deferred from meeting on 14 March 2022)
 - d. To consider purchase of a replacement picnic table for the playground and agree actions (deferred from meeting on 14 March 2022)
 - e. To consider works required for damaged section of playground agility trail and agree actions
 - f. To consider options for a Parish Council website and email addresses and agree actions (deferred from meeting on 14 March 2022)
 - g. To consider taking over the electric supply on The Stocks and agree actions
41. Finance
 - a. To ratify expenditure since the last meeting
 - b. To consider advance to Clerk of net salary due from employment commencement due

- to issue regarding HMRC employer status
 - c. To approve the current payments
 - d. To instruct the bank signatories to sign approved payments
 - e. To note monies received
 - f. To receive the update of current status of bank statement
 - g. To approve the budget update
 - h. To approve the bank reconciliation
 - i. To approve the finance update
 - j. To review the general and earmarked reserves
 - k. To receive report from Cllr Ingram following Internal Financial Check
42. Administration and Policies
- a. To review and approve the Term of Office of Chairman Policy
 - b. To receive recommendation following staff appraisal and agree actions
 - c. To consider providing a pension via LGPS for the Clerk
43. To receive items for information only
44. To receive items for the next agenda, and note that items and papers for the next agenda must be received by the Clerk at least one week before the next meeting
45. Next meeting – to note date, time and place of the next council meeting