

Barwell Parish Council

www.barwell-pc.org.uk

I hereby give notice that the **Annual Parish Council Meeting** of the **Barwell Parish Council** will be held at the Parish Office, 10 High Street, Barwell LE9 8DQ on Thursday 2nd May 2024 at 7.00pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Mrs D Deighton
Clerk to the Council

Dated 25th April 2024

AGENDA

1. **Election of Chairman**

To elect a Chairman of the Council for the 2024-25 Council Year.

2. **Chairman Declaration of Acceptance of Office**

To receive the Chairman's Declaration of Acceptance of Office

3. **Election of Vice Chairman**

To elect a Vice Chairman of the Council for the 2024-25 Council Year.

4. **Apologies for Absence**

To receive any apologies for absence.

5. **Declarations of Pecuniary Interests**

To receive any declaration of pecuniary interest from Members to any matter pertaining to the agenda.

6. **Dispensations of Disclosable Pecuniary Interest**

To receive and approve requests for dispensations from members on matters in which they have a disclosable pecuniary interest.

7. **Public Participation**

To allow members of the public to ask any questions. (Maximum time of 15 minutes)

8. **Minutes**

To consider the minutes of the meeting held on the 7th March 2024 as a true record.

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9. **Committees Terms of Reference**

To review Committees Terms of Reference

11. **Committee Appointments**

To consider the appointment of Members onto the following Committees:-

- a. Planning & Highways Committee – 5 Members
- b. Cemetery, Parks & Recreation Committee – 8 Members
- c. Parish Council Events Committee – 3 Members
- d. Finance & General Purpose Committee – 5 Members (These Members will become banking signatories plus the Clerk and Deputy Clerk)
- e. Staffing Committee – 5 Members (Not Chairman)
- f. Climate Change Working Party
- g. Voluntary Sector Working Party
- h. Remembrance Sunday Working Party

12. **Representatives of the Council on Outside Bodies**

To consider the appointment of Members to represent the Council on the following outside bodies:-

- a. 1 Vacancy on the Older Voices Forum
- b. Leicestershire and Rutland Association of Local Councils (LRALC) AGM

13. **Clerks Report**

To receive a report from the Clerk

14. **Standing Orders**

To review Standing Orders

15. **Finance Regulations**

To review Financial Regulations

16. **Asset Register**

To review Asset Register

17. **Insurance**

To confirm insurance cover arrangement in respect of all risks

18. **Subscriptions**

To review of the Council's and/or staff subscriptions to other bodies

19. **Complaints Procedure**

To review of the Council's complaints procedure

20. **Policies, Procedures and Practices**

Members of the Press and Public Most Welcome

To review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*)

21. **Press/Media Policy**

To review of the Council's policy for dealing with the press/media

22. **Employment Policy and Procedures**

To review of the Council's employment policies and procedures

23. **Expenditure incurred**

To review of the Council's expenditure incurred under the general power of competence.

24. **Meetings Calendar**

Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

25. **D Day Bench**

To agree D Day Bench

26. **Cost of Living Day**

To agree a date for the Cost of Living Day

29. **Jubilee Hall**

To consider the relocation and structure of the Jubilee Hall

In view of the confidential nature of the following items, a formal resolution will be considered to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1960

30. **Illegal Mowing in Cemetery**

To consider legal action for illegal mowing in Cemetery

31. **Date of Next Meeting**

Thursday 6th June 2024