

Longdon, Queenhill and Holdfast Parish Council
Annual Meeting of the Council

You are duly required to attend the Annual Meeting of the Parish Council to be held on
Monday 14th May at 7.30pm in Longdon Village Hall

AGENDA

Additional agenda item to begin the meeting: Superfast Broadband. A presentation from Robert Stepniewski, Senior Project Manager, Broadband Connectivity Team, WCC. 'The say forward for Superfast Broadband in Longdon, Queenhill and Holdfast.

1. **Election of Chairman** and signing of declaration of acceptance of office.
2. **Consider apologies** (and to approve reasons for).
3. **Election of Vice Chairman.**
4. **Election of co-option.**
5. **Declarations of Interest:**

- a) *Register of Interests:* Councillors are reminded of the need to update their register of interests.
- b) To disclose any *Disclosable Pecuniary Interests* in items on the agenda and their nature.
- c) To declare any *Other Disclosable Interests* in item. on the agenda and their nature.
- d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011), are to be with the Clerk at least four clear days prior to a meeting.

Councillors who have declare a Disclosable Pecuniary or other Disclosable Interest which falls within the terms of para 12(4b) of the Code of Conduct, must leave the room for the relevant items. Failure to declare a Disclosable Pecuniary Interest may ne a criminal offence.

6. **Dispensation.** To consider any requests for the council to grant dispensation from members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.

7. Annual business as per Standing Orders:

- 5.1 Review or delegation arrangements to committee, sub-committee, employees and other local authorities.
- 5.2 Review of terms of references for committees.
- 5.3 Receipt of nominations to existing committees.
- 5.4 Appointment of any new committees, confirmation of the terms of reference, number of members (including, if appropriate, substitute Councillors) and receipt of nominations to them.
- 5.5 Review and adoption of appropriate standing orders and financial regulations.
- 5.6 Review of arrangements, including any charters with other local authorities and review of contributions made to expenditure incurred by other local authorities.
- 5.7 Review of representation or work with external bodies and arrangements for reporting back.
- 5.8 Area CALC reps x 2
- 5.9 Revie of inventory of land and assets including buildings and office equipment.
- 5.10 Review and confirmation of arrangements for insurance cover in respect of all insured risks.
- 5.11 Review of the Council's and/or employees' membership of other bodies
- 5.12 Establishing or reviewing the Council's Complaints procedure

5.13 Establishing or reviewing the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.

5.14 Establishing or reviewing the Council's policy for dealing with the press/media.

5.15 Setting the dates, times and place of ordinary meetings of the full Council for the year ahead (2018-2019)

8. To receive reports from the County and District Councillors and Police

The meeting will now be adjourned for Public Question Time. This period is not part of the formal meeting. Brief notes will be appended to the Minutes as an aide memoire.

Time allocated at the discretion of the Council/Chairman. Residents invited to give views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the chairman.

Members of the public may not take part in the Parish Council Meeting itself.

9. To approve the Minutes of the previous Parish Council meeting held on Monday March 8th 2018.

10. Planning Matters. MHDC planning consultations and outstanding matters.

11. Administration:

a. Village Green Play Equipment

b. VAS Unit

c. Lengthsman Scheme and local environment update.

d. Refurbishment of noticeboard.

e. The future of the school site / need for a neighbourhood plan.

f. Telephone box: receive an update and consider any matters arising

g. Broadband update

h. Relationship with Village Hall and future car park grant

12. Accounts and Financial Matters.

Consider payments of accounts presented and any other financial matters including update to bank account signatories.

13. Future Meetings: calendar for PCC meetings 2018-2019