

CENTRAL SWINDON NORTH PARISH COUNCIL

8 May 2018

Dear Councillor

You are formally **summoned** to attend a meeting of the
CENTRAL SWINDON NORTH ANNUAL PARISH COUNCIL
to be held on **WEDNESDAY 16th May at 7.00pm**
in **32 THE CIRCLE**.



Joyce Holman
Transitions Parish Clerk

AGENDA

Public Questions, Comments or Representations (**maximum of 10 minutes**).

1. **Election of Chair for 2018/19**
To receive self-nomination papers (copies attached).
2. **Election of Vice-Chair 2018/19**
To receive self-nomination papers (copies attached).
3. **Minutes of the last meeting of Full Council on 18th April 2018.**
To approve the minutes as a true and accurate record.
4. **Declaration of Acceptance of Office**
5. **Apologies**
6. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council in Item 6.
7. **Terms of Reference and Delegation Scheme**
To consider the draft Terms of Reference and Delegation Scheme for 2018/19 (copy attached).
8. **Appointment of Committee 2018/19**
To approve the draft Committee Structure and membership for 2018/19 (copy attached).

9. **Election of Chair and Vice-Chair of Finance & Staffing**
10. **Election of Chair and Vice-Chair of Planning & Environment Committee**
11. **Election of Chair and Vice Chair of Leisure & Amenities Committee**
12. **Lead Member for Leisure & Libraries/Trust/Management**
13. **Appointment of Working Party & Lead Member**
To approve the draft Working Parties for the 2018/19 municipal year.
14. **Appointment of Social Cohesion Group**
15. **Confirm membership of Finance & Staffing Committee**
16. **Confirm membership of Planning & Environment Committee**
17. **Confirm membership of Leisure & Amenities Committee**
18. **Membership of Other Bodies**
To approve the membership of other bodies.
19. **Representatives on Outside Bodies**
To approve the Council's Representatives on Outside Bodies for the 2018/19 municipal year.
20. **Councillor Allowances**
To confirm the arrangements agreed in 2017/18 for Parish Councillors receive allowance rises in line with NJC Nationally agreed terms. It has been agreed that 2% is payable in May 2018 and a further 2% in May 2019.
21. **General Power of Competence**
To consider the report of the Parish Manager.
22. **Appointment of Internal Auditor**
To review the work of the Internal Auditor and appoint the Internal Auditor for 2018/19.
23. **Review of Standing Orders**
To review and adopt Standing Orders for 2018/19 (copy already circulated).
24. **Review of Financial Controls**
To review and adopt Financial Controls for 2018/19
25. **Freedom of Information**
To adopt the Freedom of Information scheme (copy attached).
26. **Review of Property and Assets**
To review the Asset Register (copy attached).
27. **Review of Insurance**
To review the insurance effected on 1 April 2018 and approve retrospectively (copy attached).
28. **Review of Risk Assessment**
Parish Manager to forward.
29. **Review of other Policies**
To adopt the following Policy Documents : Data Protection and Information Security; Equality & Diversity; Grants; Habitual & Vexatious Complainant; Health & Safety; Internal Controls; Investment Strategy; Press & Media; Recording & Reporting on Council Meetings; Records Management; Training (copies already circulated).

Members of Parish Council

Cllr Paul Baker

Cllr John Ballman

Cllr Ray Ballman

Cllr Paul Exell

Cllr Steph Exell

Cllr Hannah Fullick

Cllr Mick Lucas

Cllr Steve Henderson

Cllr Des Moffatt

Cllr Derique Montaut

Cllr Steve Thompson

Cllr Jeaves Rodrigues

Cllr Kevin Small

Cllr Tom Smith

Cllr Kenneth Toward-Parker

Cllr James Yeowell

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.