

CENTRAL SWINDON NORTH PARISH COUNCIL

17th May 2019

Dear Councillor

You are formally **summoned** to attend a meeting of the
CENTRAL SWINDON NORTH ANNUAL PARISH COUNCIL
to be held on **WEDNESDAY 22nd MAY 2019** at 7.00pm
at **32 THE CIRCLE, PINEHURST**



Andy Reeves
Parish Manager

AGENDA

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

1. **Election of Chair for 2019/20**
To receive self-nomination papers
2. **Election of Vice-Chair for 2019/20**
To receive self-nomination papers
3. **Declarations of Acceptance of Office**
4. **Apologies**
5. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council in May 2017
6. **Terms of Reference and Delegation Scheme**
To consider the draft Terms of Reference and Delegation Scheme for 2019/20
7. **Appointment of Committee 2019/20**
To approve the draft Committee structure and membership for 2019/20
8. **Election of Chair and Vice-Chair of Finance & Staffing Committee**
9. **Election of Chair and Vice-Chair of Planning & Environment Committee**
10. **Election of Chair and Vice-Chair of Leisure & Amenities Committee**
11. **Appointment of Lead Members for Libraries/Trust/Management**
12. **Appointment of Working Parties and Lead Membership**
To approve the draft Working Parties for 2019/20
13. **Confirm membership of Finance & Staffing Committee**
14. **Confirm membership of Planning & Environment Committee**
15. **Confirm membership of Leisure & Amenities Committee**
16. **Membership of Other Bodies**

To approve the membership of other bodies.

17. Representatives on Outside Bodies

To approve the Councils Representatives on Outside Bodies for 2019/20

18. Councillor Allowances

To confirm the arrangements agreed in 2017/18 for Parish Councillors to receive allowance rises in line with NJC nationally agreed terms.

It has been agreed that 2% payable in May 2019.

19. General Power of Competence

To consider the report of the Parish Manager

20. Appointment of Internal Auditor

To appoint the Internal Auditor for 2019/20

21. Review of Standing Orders

To review and adopt Standing Orders for 2019/20

22. Review of Financial Controls

To review and adopt Financial Controls for 2019/20

23. Freedom of Information

To adopt the Freedom of Information Scheme

24. Review of Property and Assets

To review the Asset Register

25. Review of Insurance

To review the Insurance effected on 1 April 2019 and approve retrospectively

26. Review of Risk Assessment

27. Review of other Policies

To adopt the following Policy Documents: Data Protection and Information Security, Equality & Diversity, Grants, Habitual & Vexatious Complaints, Health & Safety, Internal Controls, Investment Strategy, Press & Media, Recording & Reporting on Council Meetings, Records Management, Training.

Members of Parish Council

Cllr Des Moffatt (Chair)

Cllr John Ballman (Vice-Chair)

Cllr Paul Baker

Cllr Ray Ballman

Cllr Paul Exell

Cllr Steph Exell

Cllr Steve Henderson

Cllr Mick Lucas

Cllr Derique Montaut

Cllr David Patey

Cllr Javes Rodrigues

Cllr Kevin Small

Cllr Tom Smith

Cllr Steve Thompson

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.