

CLIFTON UPON TEME PARISH COUNCIL

The **Annual Meeting of the Parish Council** will be held on
16 May 2019 at Clifton upon Teme Village Hall commencing at 7 pm

AGENDA

1. Election of Chairman and signing of Declaration of Office.
 2. To consider apologies and to approve reasons for absence.
 3. To receive
 - resignations of office (if any)
 - applications for Councillor co-option (if any)
 4. Election of Vice Chairman.
 5. Declarations of Interests & consideration for requests for Councillor Dispensations in line with s33 of the Localism Act 2011:
 - Register of Interests: Councillors are reminded of the need to update their Register of Interests.
 - To declare any Personal or Prejudicial Interests in items on the agenda and their nature.
- (The meeting may be suspended at this point to allow
Members of the Public to address the Council)**
6. To note Standing Orders and consider any revisions required.
 7. To note the Parish Councillor Code of Conduct.
 8. To consider the Council's Schemes of Delegation and to appoint members to the following:
 - Staffing Committee
 - Urgent Business Committee
 - Finance Working Group
 9. To review the Council's Financial Regulations, Risk Assessment and Insurance requirements. *(The Council may wish to delegate this to an appointed Financial Working Group to investigate and report back to the next meeting).*
 10. To appoint individual or groups of Councillors to the following Parish Council roles:
 - Financial Working Group
 - Chairman & Vice-Chairman of Staffing Committee
 - Chairman & Vice-Chairman of Urgent Business Committee
 - Cheque signatories
 11. To nominate two Councillors to attend the Worcestershire CALC Area Meeting
 12. To approve the Minutes of the Parish Council Meeting held on 30 April 2019 and consider any matters arising from the meeting if not itemised on this agenda.

Signed:



R. A. Henry



A. J. Henry