

**LOCAL GOVERNMENT ACT 1972
PARISH OF GREAT ALNE**

**ANNUAL MEETING
GREAT ALNE PARISH COUNCIL**

NOTICE IS HEREBY GIVEN THAT:

**A Meeting of the Parish Council for the above-named Parish will be held at
Great Alne Primary School on:**

Monday the 21st day of May 2018 at 6.30pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. Dated this day 16th May 2018.

Sarah Duran, Clerk to the Parish Council.

NOTE: Minutes and agenda are available on the website: www.greatalne-pc.gov.uk

AGENDA:

Annual Meeting:

1. Election of Officers
2. To accept apologies for absence
3. Declaration of interests in items on this agenda
4. To receive the Chairman's Declaration of Acceptance of Office
5. To review Council's Code of Conduct, Standing Orders, Financial Regulations, Risk Management Policy, Complaints Procedure, Grievance & Disciplinary Policies, Freedom of Information Publication Scheme and consider new Social Media, Donations policies and Privacy Notice
6. To review portfolio responsibilities
7. To review Cheque Signatories, Bank Mandate and variable Direct Debit
8. To receive a report on the capital assets and liabilities vested in the Council
9. To review Register of Hospitality & Gifts and DPLs
10. Donations made 2017/18
11. To obtain authority for councillors to receive summons and associated papers for council meetings electronically
12. To arrange Clerk's annual appraisal
13. Approval of internal auditor's report
14. To approve the Governance and Accounting Statements for the Annual Governance and Accountability Return 2017/18 Part 3 for external audit
15. To approve the following annual accounts for payment:
 - Warwickshire Association of Local Councils- Membership subscription (£200)
 - Came & Co- Insurance Premium (£726.48)
 - Kinwarton with Great Alne Parochial Church Council - Churchyard grant (£TBC)

Ordinary meeting

1. **To confirm the minutes of the meeting held on 19 March 2018**
2. **Open Forum (max 30mins)**
 - a. Update on Sernal Lane development
 - b. Update on Maudslay Park
 - c. Update on affordable extra care provision
 - d. Alcester South SNT & crime statistics update
 - e. Memorial Hall Representatives report
 - f. Toddler area redesign project update
 - g. Route between Sernal & Coughton Fields Lane update
 - h. Representations from residents (3 mins max per speaker)
 - i. County Councillors Report (max 5 mins)
 - j. District Councillors Report (max 5 mins)

3. Matters arising from the minutes of the last meeting

- a. Road conditions Pelham Lane/Haselor Grounds
- b. Spring newsletter
- c. Defibrillator
- d. Alne Cote Corner
- e. Church Roof Appeal
- f. Parish Assembly

4. Main Business

To consider:

- a. Playground- various:
Annual inspection quote, review of parish council weekly inspections, Fields in Trust, Playdale replacement log chain assembly
- b. Footpath review
- c. Appointment of Memorial Hall Management Committee representative
- d. Data Protection Audit
- e. Approval Emergency Plan
- f. Renewal of Notification of Interest- The Huff Cap
- g. Expenditure limit for Section 137
- h. Clerk's Holiday pay 1 Nov 2017- 30 April 2018
- i. Carrying over funds from 2017/18

5. Planning Applications

6. Accounts (payments/invoices for approval)

7. Correspondence

8. Date of next meeting – Monday 16 July 2018 at 7pm