

HARTLEY WINTNEY PARISH COUNCIL ANNUAL GENERAL MEETING AGENDA

The Annual General Meeting will take place at **7.30pm on Wednesday 5th May 2021** to which Councillors are summoned to attend by video conferencing via Microsoft Teams.

Current legislation via the Coronavirus Act 2020, s.78 and the Local Authorities and Police Crime Panels (Coronavirus, Flexibility of Local Authority and Police Crime Panel Meetings, England and Wales) Regulations 2020 permits Councils to hold virtual meetings whereby Council Members can attend the meeting remotely online or by phone. These meetings are to be made accessible to the Public by way of phone or online – please see below for guidance on how to join this meeting.



Karyn Reid – Executive Clerk
29 April 2021

21/22PC 1. ELECTION OF PARISH COUNCIL CHAIRMAN & VICE-CHAIRMAN FOR 2020/21

- i) To consider nominations and elect Chairman
- ii) To consider nominations and elect Vice-Chairman
- iii) To receive the Chairman's and Council members Declaration of Acceptance of Office

21/22PC 2. OPEN FORUM

This ten minute session is an opportunity for parishioners to bring matters to the attention of the Parish Council. Each speaker will be limited to two minutes

21/22PC 3. APOLOGIES FOR ABSENCE

To receive and record apologies for absence from Parish Councillors and Ward members

21/22PC 4. DISPENSATIONS UNDER S33 OF THE LOCALISM ACT (2011)

To consider the granting of a dispensation to enable members to participate in and vote on an item of business on the agenda where they would otherwise have a Disclosable Pecuniary Interest and to confirm how long this dispensation may have effect.

21/22PC 5. DECLARATIONS OF INTEREST

Declarations made by members of any personal, prejudicial or non-prejudicial interests of any agenda item. Members with a Disclosable Pecuniary Interest, unless a dispensation has been granted, will be required to withdraw when Council discusses & votes on the matter

21/22PC 6. WARD MEMBERS REPORT

This ten minute session is an opportunity for Ward members to bring matters to the attention of the Parish Council.

21/22PC 7. APPROVAL OF MINUTES

To approve the main & confidential minutes of the Full Council meeting on 12th April 2021 (attached)

21/22PC 8. ACTIONS LOG & PARISH OFFICE REPORT

To briefly review Full Council actions from minutes & Parish Office report (both attached)

21/22PC 9. PARISH COUNCIL FINANCE – review & approval of following:

- i) Income & expenditure, bank reconciliation & cashbook reports for March 2021 (attached)
- ii) Payments listings (attached)
- iii) Schedule of regular direct debit payments & annual subscriptions (attached)
- iv) Review and approve update/recommendation from Finance Committee

21/22PC 10. APPOINTMENT OF STANDING COMMITTEES & PARISH COUNCIL REPRESENTATIVES

Appointment of Standing Committee membership & Parish Council representatives for the council year 21/22

21/22PC 11. PARISH COUNCIL PROCEDURES & POLICIES

To approve:

- i) Standing Orders 21/22 (attached)
- ii) Financial Regulations 21/22 (attached)
- iii) Standing Committee Terms of Reference 21/22
- iv) Discuss Parish Council delegation and meeting arrangements for June 2021

21/22PC 12. COMMITTEE MINUTES & UPDATE INC. WORKING GROUPS

Verbal update on any matters discussed in Committees (incl. associated working parties) and approve any non-financial recommendations from recent Committee meetings;

- i) Community Bus Report (Cllr Craig)
- ii) Community Hub & Business Hub Reports (Cllr Sutton / Cllr Farrance)
- iii) To receive any available minutes from Committee meetings since last meeting (to be circulated)

21/22PC 13. CHAIRMAN'S ANNOUNCEMENTS, PARISH COUNCILLOR MATTERS & TRAINING FEEDBACK

To receive update on any reports made to Executive Clerk by Parish Councillors since last meetings and an opportunity to briefly bring matters to the attention of the meeting but upon which no substantive decision may be made

21/22PC 14. CORRESPONDENCE & DATES OF MEETINGS

To review and agree which meetings are to take place in May:

Planning & Infrastructure Committee – Monday 10th May at 7.00pm

To access this meeting online, please use the following link and conference code;

https://teams.microsoft.com/join/19%3ameeting_ZjM5ZTNhOTltZDg2MC00MTQzLTk1NmItNzE3Yzg1NjMzOWYw%40thread.v2/0?context=%7b%22Tid%22%3a%22796f6541-a299-402a-9ce7-a26b956bc815%22%2c%22Oid%22%3a%22299241e7-0f1b-4963-961b-0e53602f8fd1%22%7d

To access this meeting via telephone, please dial this number 5 minutes before the meeting starts and enter the conference code;

T - 020 3855 5316 ID - 321 382 811#