

Annual Meeting of Grimley Parish Council

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Clerk: Mrs Lisa Stevens

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Tuesday 15 May 2017

Dear Councillor, Notice is hereby given that the **Annual Meeting of Grimley Parish Council** will be held on **Monday, 21st May 2018** at **7.15pm** in The Peace Hall, Sinton Green when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested. Yours, Lisa Stevens, Clerk & Responsible Financial Officer

The press and public are also cordially invited to attend this meeting to observe proceedings. Nb This is an annual meeting of Parish Cllrs, where appointments for the following take place: chairman, vice-chairman, committee members and representatives to other bodies.

Agenda

18/01	To consider any apologies for absence & Declarations of interest.																				
18/02	<p>a. Election of Chairman 2018/19</p> <ul style="list-style-type: none"> i. Nominations and vote ii. Signing of Declaration of Acceptance of Office. iii. Input of chair details on External Audit Paperwork. <p>b. Election of Vice Chairman 2018/19</p> <p>c. Election of Representatives:</p> <table border="1"> <thead> <tr> <th></th> <th>Current Reps</th> </tr> </thead> <tbody> <tr> <td>Peace Hall Committee x 2 members</td> <td>Cllr Georgina James, <u>Vacant</u></td> </tr> <tr> <td>CALC x 2 members</td> <td>Cllr Pam Ayers, <u>Vacant</u></td> </tr> <tr> <td>Tarmac Liaison Group x 1 member</td> <td>Cllr Dave Stanley</td> </tr> <tr> <td>Grievance Panel x 3 members</td> <td>Cllr Dave Stanley, Cllr Anne Taft, <u>Vacant</u></td> </tr> <tr> <td>Over-seeing Finance x 1 member</td> <td>Cllr Robin Woodhouse</td> </tr> <tr> <td>Monkwood Green x 3 members</td> <td>Cllr Pam Ayers, Cllr David Lewis, <u>Vacant</u></td> </tr> <tr> <td>Staffing Committee x 3 members</td> <td>Cllr David Stanley, Cllr Anne Taft, <u>Vacant</u></td> </tr> <tr> <td>Appeals Panel x 3 members</td> <td>Cllr Pam Ayers, Cllr David Lewis, Cllr Garry Sweeney</td> </tr> <tr> <td>Grimley Smaller Charities x 1 member</td> <td>Cllr Robin Woodhouse</td> </tr> </tbody> </table>		Current Reps	Peace Hall Committee x 2 members	Cllr Georgina James, <u>Vacant</u>	CALC x 2 members	Cllr Pam Ayers, <u>Vacant</u>	Tarmac Liaison Group x 1 member	Cllr Dave Stanley	Grievance Panel x 3 members	Cllr Dave Stanley, Cllr Anne Taft, <u>Vacant</u>	Over-seeing Finance x 1 member	Cllr Robin Woodhouse	Monkwood Green x 3 members	Cllr Pam Ayers, Cllr David Lewis, <u>Vacant</u>	Staffing Committee x 3 members	Cllr David Stanley, Cllr Anne Taft, <u>Vacant</u>	Appeals Panel x 3 members	Cllr Pam Ayers, Cllr David Lewis, Cllr Garry Sweeney	Grimley Smaller Charities x 1 member	Cllr Robin Woodhouse
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	<p>d. To accept and adopt in principle, but commit to reviewing the following council documents: (2 members per document, volunteers please):</p> <ul style="list-style-type: none"> I. Financial Regulations. <i>(Last reviewed Autumn 2017)</i> II. Standing Orders. <i>(Last reviewed Autumn 2017)</i> III. Risk Assessment Register. <i>(Last reviewed Autumn 2017)</i> IV. Information available under Freedom of Information Act. <i>(Last reviewed 2017)</i> V. Financial Reserves. <i>(Last reviewed Autumn 2017)</i> VI. Code of conduct. <i>(Last reviewed Autumn 2017)</i> VII. Complaints procedure. VIII. Grievance procedure. IX. Data protection policy. X. Disciplinary procedure. XI. Equal opportunities policy. XII. Health and safety policy. XIII. Home working policy. XIV. Lone working policy. XV. Staffing Committee terms of reference. XVI. Cllr & Clerk training register.
18/03	<p>Public question time.</p> <p>As public accounts are being signed off at this meeting (below), this additional section allowing for public questions has been allocated. Time to be limited at the discretion of the Chair.</p>
	<p style="text-align: center;">Close of Annual Meeting of Grimley Parish Council</p>