

SALFORD PRIORS PARISH COUNCIL

To all Members of the Council

You are hereby summoned to attend the One Hundredth and Twenty-first Annual Meeting of the Salford Priors Parish Council immediately followed by an Ordinary Meeting both to be held in the Baptist Church Hall Dunnington, on Wednesday 13th May 2015 at **7.00pm**. For the purpose of transacting the following business only.

Mr P Mills
Clerk to the Council

8 June 2015

Prior to the meeting, elected members will sign their Declaration of Office. Herewith reminder for members to return election expenses forms to SDC.

ANNUAL MEETING AGENDA

1. Election of Chairman

2. Chairman's Declaration of Acceptance of Office

3. Election of Vice-Chairman

4. Apologies for absence

To receive apologies and agree the reason for absence.

5. Declarations of Office and Disclosure of Interests

Members are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend, or close associate.

a. Register of Member's Interests.

Members are reminded of the need to keep their Register of Interests up to date.

b. Dispensations.

Clerk to report any written requests for disclosable pecuniary interests' dispensations.

c. Declaration of Interests.

Members to disclose any disclosable pecuniary interests in items on the Agenda and their nature.

Members to declare any other disclosable interests in items on the Agenda and their nature.

d. Declaration of Office – Absent Members

To agree a date by which absent members must sign their Declaration of Office. (*Must be within 28 days*).

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(2014/15 Serving Appointments in Italics – Vide Annual Meeting Minutes 21st May 2014)

6. Appointments

- a. Rights of Way Inspector (*Cllr. David Penn*)
- b. Playing Field Inspector (*Cllr. John Stedman pending appointment of Clerk*)
- c. Communications Development Group (*New Proposal*)
- d. Staffing Committee (*Cllrs: James, Littleford & Stedman*)
- e. Staffing Appeals Panel (*Cllrs: Penn, Wright & Vacant*)

7. Appointments to Outside Bodies

- a. Memorial Hall Committee (*Cllr. Lindsay Wright*)
- b. TOPS Management Committee (*Cllrs: Karen Littleford & Lindsay Wright*)
- c. Youth Club Committee Representative (*New proposal*)
- d. Perkin's Educational Foundation (*Mrs Janet Satchwell, Mrs D King, Dr. S Roberts, & Dr S Juned*)
- e. Marsh Farm Sand and Gravel Liaison Group (*Cllrs: John Stedman & Lindsay Wright*)
- f. Warwickshire Association of Local Councils (*Cllr. Kim James*)
- g. Salford Priors Neighbourhood Development Plan Consultative Working Group (*Cllrs: James, Littleford, Maude & Muldowney*)

8. Approval of Council's Regulatory Documents

Items 8(a to d) previously circulated by email for review by Members. After formal acceptance at the Annual Meeting, new Councillors will receive hard copies. All Members may receive hard copies on request.

- a. Standing Orders
- b. Financial Regulations
- c. Risk Management
- d. Health and Safety Policy

9. Asset Register. The Asset Register will be reviewed by the Clerk and presented for consideration by the Council at a later date.

10. Closure of the Annual Meeting