

## **Allhallows Parish Council**

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**TO ALL MEMBERS OF THE COUNCIL**

**2nd May 2017**

**You are summoned to attend the ANNUAL MEETING OF ALLHALLOWS PARISH COUNCIL  
at the Cross Park Pavilion, Avery Way, Allhallows, on Tuesday 9<sup>th</sup> May 2017 at 6:30 pm.**

### **AGENDA**

- 1.** To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
- 2.** To elect the Vice-Chairman and to receive the Vice-Chairman's declaration of acceptance of Office.
- 3.** To receive apologies for absence.
- 4.** To receive Declarations Pecuniary Interest (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda and following the Medway Council Code of Conduct.
- 5.** To receive and consider any dispensation requests from member's with DPI's in relation to the agenda.
- 6.** To confirm the accuracy of the minutes of the meeting of 10<sup>th</sup> May 2016
- 7.** To note Gifts & Hospitality declarations
- 8.** To review and adoption of Standing Orders and Financial Regulations – circulated.
- 9.** To review delegation arrangements to committees, sub committees, staff and local authorities (where appropriate)
- 10.** To review Committee Structures and to appoint members to serve on the under mentioned Committees:  
Currently there are no committees – although Advisory Committees may be established as required (with no decision making powers)
  - a) Personnel Advisory Committee (currently all councillors are members, terms of reference circulated)
  - b) Finance and General Purposes Committee (currently all councillors are members, terms of reference circulated)
  - c) Youth Club Committee (currently all councillors are members, terms of reference circulated)
  - d) Grievance, Disciplinary and Appeal Committees (to be constituted as required)
  - e) Others?
- 11.** To appoint representatives on the under mentioned bodies as required:
  - a) Medway Council Rural Liaison Sub-committee
  - b) Kent Association of Local Council (KALC) Medway area committee
  - c) Police Liaison committee
  - d) Village Hall Management Committee
  - e) Cross Park Association
  - f) Friends of All Saints Church
- 12.** To agree other member responsibilities

- a) Allotments
- b) Recreation ground and playpark
- c) Bourne Leisure Liaison
- d) Allhallows Primary School Liaison

**13.** To appoint to other posts:

- a) Footpaths Officer

**14.** To consider the Council becoming eligible to exercise the general power of competence in the future.

**15.** Review of inventory of assets

**16.** Confirmation of arrangements for insurance cover in respect of all insured risks. See renewal notice.

**17.** Review of the Council's complaints procedure.

**18.** Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.

**19.** Review of the Council's policy for dealing with the press/media.

**20.** Determining the time and place of ordinary meetings of the full Council up to and including the next annual meeting of full Council 6:30pm, second Tuesday of each month at Cross Park Pavilion, Avery Way.

**Close of meeting**

Signed

*Chris Fribbins*

Chris Fribbins, Parish Clerk

***Members of the public and press are welcome to attend this meeting.***