

Hartshill Community Centre, Church Road, Hartshill, Nuneaton, CV10 0LY

Telephone: 02476 397961

Email: hartshillparishcouncil@gmail.com

Dear Councillor,

I write to inform you that a meeting of Hartshill Parish Council will be held on Tuesday 3rd May 2022 at 6.30pm at Friends Meeting House, Castle Road, Hartshill

You are requested to attend this meeting.

Yours Faithfully

Olwyn Hardy – Clerk to Hartshill Parish Council – 25th April 2022

	Agenda	Item	Action	R
1	Welcome and apologies	To open meeting and record any apologies received	CHAIR	
2	Procedural items	Please refer to the notes at the end of agenda	HPC	
3	Declarations of interest	Please refer to the notes at the end of agenda	CHAIR	
4	Chairman's Announcement	Please refer to the notes at the end of agenda	CHAIR	
5	Election of Chairman	To receive nominations and vote for the election of Chairman for the year 2022/23	HPC	
6	Declaration of Acceptance of Office	Elected Chairman to sign Declaration of Acceptance of Office	CHAIR	
7	Appointment of Vice-Chairman	To receive nominations and vote for the election of Vice-Chairman for the year 2022/23	HPC	
8	Declaration of Acceptance of Office	Elected Vice-Chairman to sign Declaration of Acceptance of Office	Vice-Chair	
9	Report from Borough & County Councillors	Allocated period of 15 minutes for County & Borough Councillors to present their reports on Parish matters to the Council	MB	
10	Public Question Time	Allocated period of 15 minutes for members of the public to address the Council.	MOP	
11.	Minutes of the last meeting	To approve the minutes of the last meeting Ref: 050422 and sign as a true record.	CHAIR	
12	Correspondence	To receive any correspondence received for the months April/May	HPC	
13.	Accounts for Payment	To receive any invoices for payment. To receive financial report for the month of April 2022 Invoices for payment amounting to £16898.42	HPC/MP	
14.	Notice of Audit	Internal Audit to take place on: 25 TH May at 10.30am External Audit: The date for the submission of completed and approved documents is the 1 st of July 2022. The period set for the statutory exercise of public rights is the 13 th of June – 22 nd July 2022. The deadline set for the publication of the Notice of Conclusion of Audit is 30 th September 2022.	Clerk	
15.	Review of Policies	To review policies for the year 2022. <ul style="list-style-type: none"> • Code of Conduct • Standing Orders • Financial Regulations • FOI PUBLICATION SCHEME • Risk Management • Lone Workers • Equal Opportunities • Health & Safety • Grievance and Disciplinary • Safeguarding • Social Media • Responding to Planning Applications 	HPC	
16.	Estate	To discuss matters relating to:	HPC	

		Snowhill Recreation Grounds Hartshill Community Centre Hartshill Cemetery		
17.	Queens Jubilee	To discuss plans for Queens Jubilee	HPC	
18.	Road Sign	To make decision on Road sign option for entrance to village	HPC	
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17.	Queens Jubilee	To discuss plans for Queens Jubilee	HPC	
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19.	Items for next agenda	To discuss items for next Agenda.	HPC	
20.	Date and Time of Next Meeting	Annual Assembly Tuesday 10 th May 2022, 6.30pm Friends Meeting House Hartshill. Tuesday June 7 th , 2022, 6.30pm Friends Meeting House Hartshill.	HPC	

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Hartshill Community Centre, Church Road, Hartshill, Nuneaton, CV10 0LY

Telephone: 02476 397961

Email: hartshillparishcouncil@gmail.com

Dear Councillor,

I write to inform you that a meeting of Hartshill Parish Council will be held on Tuesday 3rd May 2022 at 6.30pm at Friends Meeting House, Castle Road, Hartshill

You are requested to attend this meeting.

Yours Faithfully

Olwyn Hardy – Clerk to Hartshill Parish Council – 25th April 2022

	Agenda	Item	Action	R
1	Welcome and apologies	To open meeting and record any apologies received	CHAIR	
2	Procedural items	Please refer to the notes at the end of agenda	HPC	
3	Declarations of interest	Please refer to the notes at the end of agenda	CHAIR	
4	Chairman's Announcement	Please refer to the notes at the end of agenda	CHAIR	
5	Election of Chairman	To receive nominations and vote for the election of Chairman for the year 2022/23	HPC	
6	Declaration of Acceptance of Office	Elected Chairman to sign Declaration of Acceptance of Office	CHAIR	
7	Appointment of Vice-Chairman	To receive nominations and vote for the election of Vice-Chairman for the year 2022/23	HPC	
8	Declaration of Acceptance of Office	Elected Vice-Chairman to sign Declaration of Acceptance of Office	Vice-Chair	
9	Report from Borough & County Councillors	Allocated period of 15 minutes for County & Borough Councillors to present their reports on Parish matters to the Council	MB	
10	Public Question Time	Allocated period of 15 minutes for members of the public to address the Council.	MOP	
11.	Minutes of the last meeting	To approve the minutes of the last meeting Ref: 050422 and sign as a true record.	CHAIR	
12	Correspondence	To receive any correspondence received for the months April/May	HPC	
13.	Accounts for Payment	To receive any invoices for payment. To receive financial report for the month of April 2022 Invoices for payment amounting to £16898.42	HPC/MP	
14.	Notice of Audit	Internal Audit to take place on: 25 TH May at 10.30am External Audit: The date for the submission of completed and approved documents is the 1 st of July 2022. The period set for the statutory exercise of public rights is the 13 th of June – 22 nd July 2022. The deadline set for the publication of the Notice of Conclusion of Audit is 30 th September 2022.	Clerk	
15.	Review of Policies	To review policies for the year 2022. <ul style="list-style-type: none"> • Code of Conduct • Standing Orders • Financial Regulations • FOI PUBLICATION SCHEME • Risk Management • Lone Workers • Equal Opportunities • Health & Safety • Grievance and Disciplinary • Safeguarding • Social Media • Responding to Planning Applications 	HPC	
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