

# ALVINGTON PARISH COUNCIL

Friday 5<sup>th</sup> May 2023

## **To all members of the Council**

You are hereby summoned to participate in the Annual Council Meeting of Alvington Parish Council on Thursday 12<sup>th</sup> May 2023, directly following the Annual Parish Assembly, which commences at 7.30 pm, for the purpose of transacting the following business. **N.B.: Further information on certain items may be contained in a meeting pack.**



Ms Meg Humphries, Clerk to the Council

*Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.*

## **Agenda for the 2023 Annual Parish Council Meeting Thursday 11<sup>th</sup> May, 7.30 pm at Alvington Memorial Hall**

### **Annual Council Meeting**

1. To receive apologies for absence.
2. To receive Acceptance of Declaration of Office forms from all members following the (uncontested) election on 4<sup>th</sup> May 2023.
3. To receive Register of Member's Interests forms, or to make arrangements to receive them.
4. Election of the Chairman and Vice-Chair for 2023/24
5. Delivery by the Chairman/Vice Chairman of the Council of their Acceptance of Office forms.
6. To approve the [minutes of the 2022 Annual Council Meeting](#).
7. To review delegation arrangements to committees.
8. To receive nominations to existing committees.
9. To confirm the re-adoption of the following policies of the council:  
*NB: These will all be updated with the new Chairman's details wherever required.  
Efforts will also be made to unify the appearance of the governance documents.*
  - a) [Code of Conduct](#)
  - b) [Complaints Procedure](#)
  - c) [Disciplinary Policy](#)
  - d) [Financial Regulations](#)
  - e) [General Data Protection Regulations and General Privacy Notice](#)
  - f) [Grievance Policy](#)
  - g) [Media Policy](#)
  - h) [Memorial safety policy and procedure](#)
  - i) [Publication Scheme](#)
  - j) [Risk Management Schedule](#)
  - k) [Standing Orders](#)
  - l) [Sports Field Committee Terms of Reference](#)
10. To review [Asset Register](#), the inventory of land and assets including buildings and office equipment.
11. To review and confirm [arrangements for insurance cover](#) in respect of all insured risks.
12. To review the Council's and/or employees' memberships of other bodies.
13. To note the dates of council meetings for 2023/24.