

COLEBROOKE PARISH COUNCIL

Clerk: Diane Shepherd, Squirrel Lodge, Colebrooke, EX17 5JH
Telephone: 01363 85051 clerkcolebrookeparishcouncil@outlook.com
Chairman: Councillor Graham Shepherd

PUBLIC NOTICE

You are hereby invited to attend the Annual Meeting of Colebrooke Parish Council which will be held on Tuesday May 14th 2019 at 7.15 pm at Colebrooke Village Hall for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

Diane Shepherd
Clerk

8th May 2018

- 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 Declarations of Acceptance of Office from Councillors**
- 4. To receive and accept apologies**
- 5. To receive Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda
- 6. Public Participation:** To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item.
- 7. To review Committee structures and to appoint members to serve on the following committees:**
 - a** Planning
 - b** Finance
 - c** H R Committee
 - d** Asset Management Committee (to include cemetery)
- 8. To review the Terms of Reference for the Finance Committee**
- 9. To review the Terms of Reference for the Planning Committee**
- 10. To review the Terms of Reference for the HR Committee**
- 11. To review the Terms of Reference for the Asset Management Committee**

- 12. To confirm representatives on the following organisation: Village Hall Committee**
- 13. To review and confirm the Council's Asset Register**
- 14. To review the Council's insurance policy**
- 15. To review and make arrangements to reaffirm eligibility for the General Power of Competence**
- 16. To review the Council's Standing Orders**
- 17. To review the Council's Financial Regulations**
- 18. To review and decide on amendments to Council policies including GDPR**
- 19. To confirm the process for filling the vacancies for Councillors**
- 20. To agree the dates and times of ordinary meetings of the Council and Committees for the ensuing year: July 17th, September 10th, November 19th, January 21st, March 17th (to include the APM) and May 19th (to include the Annual Meeting). The Clerk to circulate Committee dates.**