

CHAPEL ALLERTON PARISH COUNCIL
Summons to Meeting

To All Councillors

You are summoned to the Annual Meeting of the Chapel Allerton Parish Council, which will be held in The Old School Room, Chapel Allerton on Monday the 23rd May 2022 at 7.30pm. The business to be transacted is set out in the agenda below.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.



John Augustus
Clerk

AGENDA

PLEASE NOTE: Prior to the commencement of the meeting there will be a democratic 15 minutes at which Members of the Public will be entitled to ask questions on any matter affecting the Parish but not take part in the Council's proceedings.

- 44.5.22 To elect a Chairman for the municipal year 2022-23
- 45.5.22 To receive the Chairman's Statutory Declaration of Acceptance of Office
- 46.5.22 Declaration of acceptance of office by members
- 47.5.22 To elect a Vice-Chairman for the municipal year 2022-23
- 48.5.22 To receive the Vice-Chairman's Statutory Declaration of Acceptance of Office
- 49.5.22 To receive and accept apologies
- 50.5.22 Declaration of Interests
Where members consider they may have a potential interest in any topic for discussion and decision they should declare an interest and withdraw from discussion and decision-making process
- 51.5.22 To agree the minutes from the Annual Parish Council meeting held on Tuesday the 4th of May 2021

- 52.5.22 To elect representatives for the municipal year 2022-23 for the following areas:
- Windmill Trust Representative
 - Appointment of Planning Committee
 - Election of a Footpaths Officer
 - Election of Councillor for Environmental issues
- 53.5.22 To resolve that the parish council is eligible to use the General Power of Competence under the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 in that it has been at least two thirds elected and has a qualified clerk
- 54.5.22 To review the following documentation and policies of the Council
- To review and adopt Standing Orders as circulated by the clerk (to follow)
 - To review and adopt The Statement of Control (to follow)
 - To review and adopt Councillors Code of Conduct
 - To review the asset register and insurance schedule
 - To review the Council's Complaints Procedure
- 55.5.22 To confirm that summons, notices, and other such documentation to be sent to councillors via email
- 56.5.22 To confirm the time and place of Full Council meetings up to and including the next Annual Parish Council Meeting
- 57.5.22 To discuss or approve financial matters
- To appoint Richard Young as the council's internal auditor for financial year ending 31st March 2023.
 - To review and amend if appropriate, the council's bank signatories
 - To agree the Annual Governance Statement for 2021/22
 - To agree the Accounting Statement for 2021/22
 - To agree the Certificate of Exemption
- 58.5.22 To raise matters for future agenda items (no decisions can be made on these at this meeting) – for discussion/decision at the June 2022 meeting NB – these must be new items, not ones already discussed and agreed by the council in the preceding six months.

End of Agenda