



Mrs. K.J.Riley
Clerk to Gurnard Parish Council
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13 May 2021

You are hereby summoned to the Annual Meeting of Gurnard Parish Council which will be held on **Wednesday 19th May 2021, starting at 6.30pm**, at Gurnard Village Hall, Westbrook Lane, Gurnard in order to discuss and consider the following items:

Clerk to the Council

ANNUAL MEETING OF THE COUNCIL

1. ELECTION OF CHAIRMAN

- 1.1 To receive nominations for office of Chairman
- 1.2 To elect the Chairman
- 1.3 To receive the Chairman's Declaration of Acceptance of Office

2. ELECTION OF DEPUTY CHAIRMAN

- 2.1 To receive nominations for the office of Deputy Chairman
- 2.2 To elect a Deputy Chairman
- 2.3 To receive the Deputy Chairman's Declaration of Acceptance of Office

3. MEMBERS DECLARATION OF ACCEPTANCE

To receive declarations of acceptance from all members following the ordinary election

4. GENERAL POWER OF COMPETENCE

To re-adopt the general power of competence now that at least 2/3rds of the Parish Council's seats have been filled by elected Councillors at the last ordinary election, and has a qualified Clerk

5. TO REVIEW AND ADOPT COUNCIL POLICIES AND PROCEDURES

- 5.1 Code of Conduct
- 5.2 Standing Orders
- 5.3 Financial Regulations

6. REGISTER OF INTERESTS

Members are reminded that any changes must be notified within 28 days

7. INTERNAL AUDITOR

To appoint an Internal Auditor, and approve access

8. TO AGREE ON AND APPOINT MEMBERS TO THE FOLLOWING STANDING COMMITTEES

- 8.1 Planning Executive Committee (*all members*)
(a Sub-Committee to be set up by the Planning Executive Committee at their first meeting to manage planning applications as agreed between scheduled meetings)
- 8.2 Finance Advisory Committee (*minimum 3 members*)
- 8.3 Grants Panel (*minimum 3 members*)
- 8.4 HR Advisory Committee (*maximum 3 members*)
- 8.5 Facilities Committee (*minimum 3 members*)
(to provide ongoing review of the assets and facilities managed by the Parish Council including Gurnard Green Toilets and Old School Meadow – delegated responsibility, functions and budget to be agreed)

9. TO AGREE ON AND APPOINT MEMBERS TO THE FOLLOWING WORKING GROUPS FOR SHORT TERM PROJECTS ONLY

- 9.1 Village Green Status Working Group (*ongoing*)
- 9.2 Public Access Working Group (*future project in the pipeline*)
- 9.3 Any other groups as required

10 TO AGREE ON AND APPOINT MEMBERS TO OUTSIDE BODIES

- 10.1 Gurnard Village Hall Association
- 10.2 Community Bus Management Scheme
- 10.3 IWALC (Representative and deputy)
- 10.4 Environment & Sustainability Forum
- 10.5 Any other outside bodies as required

Following the completion of annual business the normal meeting will commence (Agenda B)