

THE ANNUAL MEETING OF CAMPBELL PARK PARISH COUNCIL
will be held on **TUESDAY the 21st MAY 2013**, at the
OLDBROOK CENTRE, OLDBROOK BOULEVARD,
commencing at 7.00pm

THIS MEETING IS OPEN TO THE PUBLIC

AGENDA

- 1. Election of Chair**
To elect the Chair for the period to May 20th 2014
- 2. Election of Vice Chair**
To elect the Vice Chair for the period to May 20th 2014
- 3. Members Present**
- 4. Apologies for Absence**
- 5. Minutes of the Annual Meeting of Council – 15th May 2012 – Tab 1**
To note the Minutes of the 2012 Annual Meeting for information only. (The minutes were approved by Council on the 19th June 2012)
- 6. Reports – Tab 2**
 - i. To receive the Chair's Report for 2012/2013 - **A**
 - ii. To receive the Clerk's Report for 2012/2013 - **B**
- 7. Delegation arrangements to committees, sub-committees, employees and other local authorities**
Council is invited to review the delegation arrangements.
- 8. Review of the Terms of Reference for Committees - Tab 3**
Council is invited to ratify the Terms of Reference as agreed by the Committees prior to the meeting
- 9. Receipt of nominations to existing committees - Tab 4**
Council is invited to appoint members to the Committees
- 10. Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors and receipt of nominations to them)**
Council is invited to consider if there is a requirement to form new committees

11. Review and adoption of appropriate Standing Orders and current policies – Tab 5

Council is invited to review Standing Orders and current policies as listed

[A] The Code of Conduct (adopted by Council February 2013)

[B] Financial Regulations (reviewed by F&A April 2013)

[C] Annual Investment Strategy (reviewed and amended by F&A April 2013)

[D] Member/Officer Protocol

[E] Member Conduct(adopted by Council February 2013)

[F] Lone Working Policy

[G] Comments, Compliments, Complaints

[H] Freedom of Information

[I] Community Engagement Strategy

[J] Information Technology

[K] Media (to be reviewed by Comms Committee on April 24 2013)

[L] Equality Policy (adopted by Council January 2013)

[M] Staff Handbook

12. Arrangements, including any charters, with other local authorities - Tab 6 -

Council is invited to consider the Milton Keynes Parish Protocol

13. Representation on or work with external bodies and arrangements for reporting back – Tab 7

Council is invited to ratify nominated members to external bodies and methods for reporting back to Council

14. Inventory of land and assets including buildings and office equipment

Council is invited to review the inventories

15. Confirmation of arrangements for insurance cover in respect of all insured risks – Tab 8

Council is invited to review the arrangements

16. Council's and/or employees' memberships of other bodies

Council is invited to note that they have renewed membership of B&MKALC, NALC and SLCC at the February 2013 meeting. Membership renewal details for MKUALC have not been received.

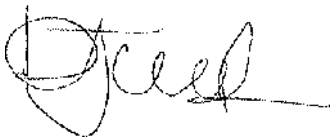
17. Establishing or reviewing the Council's policy for dealing with the press/media

This item is covered under Agenda Item No. 11.

18. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead – Tab 9

Council is invited to consider the schedule of dates and times of Council and Committee meetings for 2013-2014

BY ORDER OF THE COUNCIL



**D Warner
Clerk to Council
14th May 2013**