

THE ANNUAL MEETING OF CAMPBELL PARK PARISH COUNCIL
will be held on **TUESDAY the 16th MAY 2017**, 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 15th 2018
- 2. Election of Vice Chair**
To elect the Vice Chair for the period to May 15th 2018
- 3. Members Present**
- 4. Apologies for Absence**
- 5. Minutes of the Annual Meeting of Council – 17th May 2016**
To note the Minutes of the 2016 Annual Meeting for information only. (The minutes were approved by Council on the 21st June 2016).
- 6. Reports**
 - i. To receive the Chair's Report for 2016/2017
 - ii. To receive the Clerk's Report for 2016/2017
- 7. Review and adoption of appropriate Standing Orders and current policies**
Council is invited to review Standing Orders and current policies as listed
 - [A] Standing Orders
 - [B] The Code of Conduct
 - [C] Member/Officer Protocol
 - [D] Member Conduct
 - [E] Comments, Compliments, Complaints
 - [F] Financial Regulations
 - [G] Annual Investment Strategy
 - [H] Freedom of Information
 - [I] Data Protection
 - [J] Community Engagement Strategy
 - [K] Small Events
 - [L] Projects
 - [M] Media
 - [N] Information Technology
 - [O] Equality & Diversity
 - [P] Training Strategy
 - [Q] Councillor Introduction and Induction

- [R] Parish Safeguarding
- [S] Members' Room Protocol
- [T] Staff Handbook
- [U] Lone Working
- [V] Assets Disposal

8. Committees

i. Member's Item

Committee Structure

Prior to making determinations on Council Committees for the coming year, Council is invited to consider the following Motion as proposed by Cllr Baines:

That Council reorganise its Committee structure to ensure that residents remain central to the future plans and outputs of our organisation, with areas of responsibility reviewed and moved between Committees, and those Committees that are not currently meeting regularly incorporated into other Committees.

ii. Receipt of nominations to existing committees

Council is invited to appoint members to the Committees.

iii. 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.

9. Review of the Terms of Reference for Committees

Council is invited to ratify the Terms of Reference as agreed by the Committees prior to the meeting.

10. Delegation arrangements to committees, sub-committees, employees and other local authorities

Council is invited to review the delegation arrangements as detailed in Standing Orders, Finance Regulations and Committee Terms of Reference.

11. Arrangements, including any charters, with other local authorities

Council is invited to re-adopt the existing Milton Keynes Parish Protocol.

12. Representation on or work with external bodies and arrangements for reporting back

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

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

Council reviewed and approved the Asset Register which had been updated to reflect the acquisition/disposal of any assets in the last 12 months (DE Minimis value - £500) at the March meeting of Council (Minute No. 151/16)

14. Confirmation of arrangements for insurance cover in respect of all insured risks

Council is invited to review the arrangements.

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

Council reviewed and resolved to renew membership of the following organisations at the April meeting of Council (Minute No. 252/16)

Buckinghamshire & Milton Keynes Association of Local Councils - £1,164.17

National Association of Local Councils - £687.27

Local Council Review (LCR) publication x 4 editions (20 copies) - £270

Council is invited to note that a notice of renewal has not yet been received from MKALC.

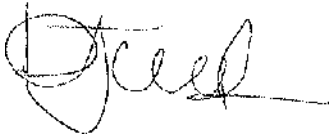
16. Register of Interest

Members are invited to receive the LTN 80 and acknowledge their responsibility to update their Register of Interest within 28 days of changes in their circumstances.

17. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead

Council is invited to consider the schedule of dates and times of Council and Committee meetings for 2017-2018.

BY ORDER OF THE COUNCIL



**D Warner
Clerk to Council
10th May 2017**