



You are hereby summoned to attend the **Annual Meeting** of the **Community Council** to be held on **Wednesday 5 May 2021** commencing at **6.00pm**.

Join Zoom Meeting

<https://us02web.zoom.us/j/7867803081>

Meeting ID: 786 780 3081

Lucie Prior Director

29 April 2021

AGENDA

- 001-21/22 Election of Chair** – to elect a Chair of the Community Council for the 2021/22 municipal year.
- 002-21/22 Chair's declaration of acceptance of office** – to receive the Chair's declaration of acceptance of office.
- 003-21/22 Election of Vice-Chair** – to elect a Vice-Chair of the Community Council for the 2021/22 municipal year.
- 004-21/22 Apologies for absence** – to receive and approve any apologies for absence.
- 005-21/22 Declarations of interest**
- 006-21/22 Minutes of the previous meeting** – to consider for approval the minutes of the Council Meeting held 17 June 2020 for confirmation and signing as a correct record.
- 007-21/22 Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- 008-21/22 Committee Matters** - to decide various aspects of committees for 2021/22.
- 009-21/22 Working Groups** - to decide various aspects of Working Groups for 2021/22.
- 010-21/22 Representation on external bodies** - to decide on representation for 2021/22.
- 011-21/22 Standing orders** – to review the council's Standing Orders for re-adoption.
- 012-21/22 Financial regulations** - to review the council's Financial Regulations for re-adoption.

013-21/22 **Re-adoption of policies** - to review various policy documents and confirm re-adoption.

- Complaints Procedure
- Member and Officer Protocol
- Members' Code of Conduct
- Disciplinary Policy and Procedure
- Grievance Procedure
- Document Retention Policy
- Office Security Policy
- Scheme of delegation
- Safeguarding Policy

014-21/22 **Matters to be considered at an Annual Meeting** - to review various matters that should be considered.

015-21/22 **Financial Report** - to receive a report on the current financial position and approve payments.

016-21/22 **Meeting Arrangements for 2021**

017-21/22 **Arrangement for Approval of 2020/21 Annual Report**

018-21/22 **Officers' Report**