

LONGHOPE PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend a meeting of Longhope Parish Council for the purpose of transacting the following business.

A Maliphant Clerk to the Council

Agenda for the Annual Meeting of LONGHOPE PARISH COUNCIL

To be held on Monday 21st May 2018 in the Latchen Room at 7.00 pm

1. Election of the Chair and Vice Chair for 2018/19

2. Apologies for absence

3. Declarations of interest

4. Membership

- To co-opt a new parish councillor

5. Public Forum

6. Planning

- To receive a progress report on planning applications
- To consider newly-received planning applications

Proposal to Reclassify Public Footpath DLH/55 at Dursley Cross to Bridleway

7. Annual Meeting agenda items from standing orders:

- i. Delivery by the Chairman of the Council of their acceptance of office form
- ii. Confirmation of the accuracy of the minutes of the last meeting of the Council and to receive and note minutes of and/or to determine recommendations made by committees.
- iii. Review of delegation arrangements to committees, sub-committees, employees and other local authorities.
- iv. Review of the terms of references for committees.
- v. Receipt of nominations to existing committees.
- vi. 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.
- vii. Review and adoption of appropriate standing orders and financial regulations.
- viii. Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities.
- ix. Review of representation on or work with external bodies and arrangements for reporting back.
- x. Review of inventory of land and assets including buildings and office equipment.

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- xi. Review and confirmation of arrangements for insurance cover in respect of all insured risks.
- xii. Review of the Council's and/or employees' memberships of other bodies.
- xiii. Establishing or reviewing the Council's complaints procedure.
- xiv. Establishing or reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
- xv. Establishing or reviewing the Council's policy for dealing with the press/media
- xvi. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.

8. Members' Reports

- To review progress on engineering options for the A4136
- To review proposals for a Forest youth service

9. Committee Reports

(a) Latchen Room Management Committee

(b) Recreation Ground Management Committee

- To consider making it compulsory for dogs to be on a lead on the recreation ground

10. Clerk's Report & Correspondence

- To consider joining the Dementia Alliance
- To consider purchase of a shredder
- To consider purchase of a "returning soldier" monument
- To review and adopt data protection policies
- To review the application of the usage policy for May Hill
- To review the duty to conserve biodiversity

11. Finance

- To approve payment of outstanding invoices
- To receive the latest financial report
- To confirm the street cleaning contract
- To consider requests for grant funding
- To confirm funding for the Rose Barton & Margaret Skelton party

12. Next Meeting - Monday 18th June at 7.00 pm