



Barnton Parish Council

You are hereby summonsed to attend the

Annual Meeting of Barnton Parish Council TUESDAY 18 May 2021 at 7.00pm

Venue;- Christ Church, Church Road, Barnton CW8 4JH

Members of the public are welcome to attend this meeting subject to covid-19 guidelines

All enquiries, please contact the Clerk;- barntonpc@gmail.com Tel; 0784 934 4940 / 01606 781556

AGENDA

NB *This meeting will be recorded for production of the minutes

1	Election of Chairman 1.1 To elect a Chairman to serve until the Annual Meeting of the Council in May 2022 1.2 To receive the Declaration of Acceptance of Office of the Chairman
2	Election of Vice Chairman 2.1 To elect a Vice Chairman to serve until the Annual Meeting of the Council in May 2022 2.2 To receive the Declaration of Acceptance of Office of the Vice Chairman
3	Apologies for Absence – to note and accept apologies for absence
4	Declarations of Interest – to note members declarations of interests in items on this agenda
5	Public Forum;- 5.1 <i>As per Barnton Parish Council Standing Orders, Members of the public are invited to address Barnton Parish Council for a maximum of 5 minutes, after which they may take no further active part in the meeting. Intention to speak should be made to the Clerk in advance of the meeting</i> 5.2 To receive a report from CW&C Council 5.3 To receive a report from PCSO
6	Approve and Sign Minutes To approve the minutes of the last meeting 19 th April 2021
7	Committees Structure 7.1 To agree the Terms of Reference for Finance Committee 7.2 To agree the Terms of Reference for Staffing Committee
8	Appointment of Committees 8.1 To agree Councillor Membership of Finance committee to serve until the Annual Meeting of the Council in May 2022 and elect Chairman/Vice Chairman 8.2 To agree Councillor Membership of Staffing committee to serve until the Annual Meeting of the Council in May 2022 and elect Chairman/Vice Chairman
9	Code of Conduct To adopt and approve the Code of Conduct for Members as per section 27 of the Localism Act 2011
10	Standing Orders and Financial Regulations 10.1 To adopt and approve Barnton Parish Council Standing Orders 10.2 To adopt and approve Barnton Parish Council Financial Regulations
11	Insurance Cover To note that insurance cover is in place with Zurich Insurance at a cost of £1740.48 and due for renewal in October 2021.
12	Assets Register To note that Barnton Parish Council Assets Register was approved on 19 th April 2021
13	Finance To receive and approve the payments schedule for May 2021
14	Diary of Meetings To agree a diary of meetings for the year
15	Close of Meeting

Signed: *Toni Critchlow*, Parish Clerk

Posted: 10-05-21

Parish Clerk; Toni Critchlow
Barnton Parish Council

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