CORSE PARISH COUNCIL

Parish Clerk: Miss V Roberts, 2 Knights Way, Newent, Glos. GL18 1QL
01531 828171 or 07984 528167

24th April 2018

Members of the public are invited to attend the Annual Meeting of Corse Parish Council that has been arranged for Tuesday 1st May 2018 at 7.30pm at the Village Hall for the transaction of business in the following Agenda. Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights. Items shown in green are for decision all other items are for information only.

AGENDA

1. Apologies for Absence
To receive and accept any apologies given

2. Election of chair
To elect a Chairman of the Council

3. Election of Vice-Chair
To elect a Vice-Chairman of the Council

4. Declarations of Acceptance
To accept declarations of acceptance of office by Chair and Vice-Chair.

5. Code of Conduct
To review and accept Code of Conduct.

6. Standing Orders & Financial Regulations
To review and accept Standing Orders and Financial Regulations

7. Committee Arrangements
To review and accept delegation arrangements and terms of reference to existing committees, sub-committees, employees and other local authorities

- Village Hall Representative
- Playing Fields Representative
- Staunton P.C. Meetings
- Emergency Planning Representative
- Planning advisory Panel
- Corse Charity
- Staffing and Safety Committee

8. Asset inventory
To review and accept the inventory of land and assets including buildings and office equipment

9. Risk Assessment
To review and accept Risk Management Controls

10. Insurance cover
To note that insurance cover is fully up to date.

11. Complaint's, FOI/DPA and press/media procedures
To review and accept the Council's complaint procedure.
To review and accept the Council's procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
To review and accept the proposed procedure for dealing with the press and media

12. Questions from members of the public

13. Other Items for Discussion only

All meetings of the Council are open to the public except Agenda items taken confidentially in Committee under standing orders.

V Roberts, Clerk