



Aylburton Parish Council

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Thursday 12th May 2022

To all members of the Council

You are hereby summoned to participate as a member of Aylburton Parish Council on **Tuesday 17th May 2022** for the purpose of transacting the following business. **Please refer to the [meeting pack](#) for any notes on agenda items.**

Ms Meg Humphries, Clerk to the Council

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

**Annual Parish Assembly, followed directly by the Annual Council meeting
7 pm on Tuesday 17th May 2021 at the Community Room, Aylburton Methodist Chapel**

Agendas

Annual Parish Assembly

1. To receive apologies for absence.
2. Welcome.
3. To approve the accuracy of the [2021 Annual Parish Assembly Minutes](#).
4. Parish Council Chairman's Annual Report.
5. Reports from local organisations (either in person or sent in).
6. Open Forum.
7. Future Parish Assembly Date: To be confirmed.

Annual Council Meeting

1. To receive apologies for absence.
2. Election of the Chairman and Vice-Chair for 2022-23.
3. To co-opt two new members following the resignation of Cllrs Harrison and Lord.
4. Delivery by the Chairman/Vice Chairman of their acceptance of office forms.
5. To approve the minutes of the [2021 Annual Council Meeting](#).
6. To review arrangements, including any charters, with other local authorities and to review contributions made to expenditure incurred by other local authorities (see [meeting pack](#)).
7. To review representation on or work with external bodies and arrangements for reporting back (see [meeting pack](#)).
8. To review [Asset Register](#).
9. To review and confirm [arrangements for insurance cover](#) in respect of all insured risks.
10. To review the Council's and/or employees' memberships of other bodies (see [meeting pack](#))
11. To formally re-adopt the following council policies and documents
 - a. [Code of Conduct](#)
 - b. [Complaints Policy](#)
 - c. [Financial Regulations](#)
 - d. [GDPR and Privacy Policy](#)
 - e. [Health and Safety Policy](#)
 - f. [Media Policy](#)
 - g. [Memorial Safety Policy](#)
 - h. [Risk Assessment](#)
 - i. [Standing Orders](#)
12. To note the [time and place of ordinary meetings of the Full Council for the year ahead](#).
13. Future Annual Council Meeting Date: To be confirmed.