## **Local Government Act 1972**

# MELLOR PARISH COUNCIL

## **NOTICE OF THE ANNUAL PARISH COUNCIL MEETING**

**THE MEETING WILL TAKE PLACE ON THURSDAY 05 MAY 2022**

**At St. Mary’s Primary School, Brundhurst Fold, Mellor, commencing at 7.00pm**

## **AGENDA**

1. Election of CHAIRMAN for Mellor Parish Council who will then sign Acceptance of Office of Chairman
2. To accept and approve any apologies for absence
3. To note the Minutes of the Previous Annual Parish Council Meeting, last held on 20 May 2021. The Minutes of the Annual Parish Council Meeting held on 20 May 2021 were duly approved and signed on 27 May 2021. All Parish Council Minutes are on Mellor Parish Council’s website
4. To consider and approve (including any amendments) to Mellor Parish Council policies (on Parish Council website)
5. Standing Orders
6. Code of Conduct
7. Accessibility Statement
8. Grievance Policy
9. Privacy Policy
10. Complaints Policy
11. Anonymous Complaints Policy
12. Vexatious Complaints Policy
13. Protection of Councillors & Staff
14. Retention Policy
15. Grants Policy
16. Fixed Asset Register
17. Financial Regulations
18. Finance Committee Terms of Reference
19. Communications Policy
20. Recording at Meetings Policy
21. Equality Policy
22. Publication Scheme
23. To consider and approve that Mellor Parish Council continues to operate under the General Power of Competence
24. To consider and approve Annual Governance & Accounts Statements
25. Annual Governance Statement to 31 March 2022
26. Internal Audit Report to 31 March 2022
27. Annual Accounting Statements to 31 March 2022
28. Period for the Exercise of Public Rights (recommended to be Monday 13 June 2021 to Friday 22 July 2021 inclusive)
29. Election of Officers – note that Chairman & Vice Chairman are ex-officio members of all Committees & Working Parties

* Vice Chairman (if required, since this is not a legal requirement).
* Finance Committee (Terms set up 23.06.2021)
* Asset Working Party / Committee with defined remit & powers
* Play Area Working Party / Committee (including the Playground Officer) with defined remit & powers
* Planning Applications are now considered by all Parish Councillors, initially by email
* RVBC Liaison Representatives – 2 Representatives
* MCA Representative- ***note that 2 representatives are allowed, but they do not have a vote and a Deputy is to be elected.***
* RV LALC Area Liaison Committee (3 voting members are allowed)

1. To confirm suggested dates for Parish Council meetings in the year 2021/23***Including venue & frequency***
2. Any Other Annual Parish Council Meeting Business

**Nicholas W. Marsden**

Chairman, Mellor Parish Council