

KIPPAX PARISH COUNCIL



www.kippax-pc.gov.uk

NOTICE IS HEREBY GIVEN that the Annual Meeting of Kippax Parish Council is to be held Thursday 6th May at 7pm using Zoom digital platform (joining details are below)

<https://us02web.zoom.us/j/84315663816>
Meeting ID: 843 1566 3816

The business to be transacted at this meeting is set out below

D Meir

Kippax Parish Council Clerk and Proper Officer

Friday 30th April 2021

AGENDA

- 1. Election of Chairman and Vice Chairman**
 - a. To receive nominations and elect a Chairman
 - b. To receive nominations and elect a Vice Chairman
 - c. To confirm a date for the delivery of the Chairman's declaration of acceptance of office
- 2. Review of delegation arrangements to committees and staff**
 - a. To consider and approve delegating the power to approve expenditure relating to the purchase and installation of village flags to the village services committee and amend the scheme of delegation accordingly
- 3. Review of the terms of reference for committees**
 - a. To review and approve any amendments to the terms of reference for the Communications Committee
 - b. To review and approve any amendments to the terms of reference for the Christmas Lights Committee
 - c. To review and approve any amendments to the terms of reference for the Finance and Corporate Governance Committee
 - d. To review and approve any amendments to the terms of reference for the Personnel Committee
 - e. To review and approve any amendments to the terms of reference for the Planning Committee
 - f. To review and approve any amendments to the terms of reference for the Village Services Committee
 - g. To review and approve any amendments to the terms of reference for the Youth and Leisure Committee

- 4. Appointment of members to existing committees**
 - a. To receive nominations and elect six members to the Communications Committee
 - b. To receive nominations and elect seven members to the Christmas Lights Committee
 - c. To receive nominations and elect eight members to the Finance and Corporate Governance Committee
 - d. To receive nominations and elect six members to the Personnel Committee
 - e. To receive nominations and elect six members to Planning Committee
 - f. To receive nominations and elect six members to the Village Services Committee
 - g. To receive nominations and elect eight members to Youth and Leisure Committee

- 5. Appointment of any new committees in accordance with standing order 4**
 - a. To consider and approve the appointment of any new committees

- 6. Review and adoption of appropriate standing orders and financial regulations**
 - a. To review and approve the standing orders
 - b. To review and approve the financial regulations

- 7. To review the inventory of land and other assets including buildings and office equipment**
 - a. To review and approve the asset register

- 8. Confirmation of arrangements for insurance cover in respect of all insurable risks**
 - a. To confirm the Councils insurance arrangements

- 9. Review of the Council's and/or staff subscriptions to other bodies**
 - a. To review and approve the Councils subscription to YLCA
 - b. To review and approve the Clerks subscription to SLCC

- 10. Review of the Council's employment policies and procedures**
 - a. To consider and approve any proposed amendments to employment policies and procedures

- 11. Review of Council's other policies and procedures**
 - a. To consider and approve any proposed amendments to the Councils other policies and procedures

- 12. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972**
 - a. To review the Councils expenditure incurred under s.137

- 13. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**
 - a. To confirm the interim arrangements for the holding of meeting after May, whilst Covid restrictions are in place
 - b. To confirm the arrangements for the holding of meetings after Covid restrictions are removed.