



WOMBOURNE PARISH COUNCIL

ANNUAL MEETING of WOMBOURNE PARISH COUNCIL Monday 9th May 2022 at 7.15pm

Dear Councillor,

You are hereby summoned to the Annual Meeting of Wombourne Parish Council for the transaction of business as set out below.

The meeting will be held in the Council Chamber, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

Rachael Wright

Mrs Rachael Wright
Clerk to the Parish Council
4th May 2022

AGENDA

1. **Election of Chairman for 2022/2023** - *to elect a Chairman for the forthcoming Council year and receive their signed acceptance of office form.*
2. **Apologies** – *to note any apologies received from Councillors.*
3. **Declarations of Interest** – *Councillors are reminded of their responsibility to declare any disclosable pecuniary interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.*
4. **Election of Vice-Chairman for 2022/2023** – *to elect a Vice-Chairman for the forthcoming Council year.*
5. **Election of Deputy Chairman for 2022/2023** – *to elect a Deputy Chairman for the forthcoming Council year.*
6. **Election of Chairman and Members of Committees for 2022/2023** – *to elect Chairman and Members of the following Committees:*
 - a) Civic Centre Management
 - b) Finance and General Purposes
 - c) Planning and Development
 - d) Recreation and Amenities.
7. **Appointment of Members to Outside Bodies for 2022/2023** – *to appoint Members to the following Outside Bodies:*
 - a) Senior Citizens' Day Centre
 - b) Locality Forum
 - c) Wombourne and District Community Association
 - d) Wolverhampton Business Airport Consultative Committee
 - e) Wombourne Carnival Committee
 - f) Wombourne Charity Trustees Committee
 - g) Wombourne Best Kept Village Committee
 - h) Wombourne Retailers Liaison
 - i) Police Liaison.
8. **Terms of Reference for Committees** – *to approve the terms of reference.*

9. **Review and adoption of Standing Orders and Financial Regulations** – *to review and adopt the policies.*
10. **Review of inventory of land and other assets including buildings and office equipment** – *to agree to defer this item to a later date.*
11. **Confirmation of arrangements for insurance cover in respect of all insurable risks** – *to agree the cover in place.*
12. **Review of the Council's and/or staff subscriptions to other bodies as follows:**
 - a. *Staffordshire Parish Council's Association (Council)*
 - b. *Society of Local Council Clerks (Clerk)*
13. **Review of the Council's complaints procedure** – *to approve the policy.*
14. **Review of the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation** - *to approve the policies.*
15. **Review of the Council's policy for dealing with the press/media** – *to approve the policy.*
16. **Review of the Council's employment policies and procedures** – *to agree to defer this item to a later date.*
17. **Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence** – *To note that no payments for 2022/2023 have been made to date.*
18. **Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council as follows:**
 - a) Monday 6th June 2022
 - b) Monday 4th July 2022
 - c) Monday 5th September 2022
 - d) Monday 10th October 2022
 - e) Monday 7th November 2022
 - f) Monday 5th December 2022
 - g) Monday 16th January 2023
 - h) Monday 6th February 2023
 - i) Monday 6th March 2023
 - j) Monday 17th April 2023
 - k) Monday 8th May 2023
19. **Public Participation** - *residents are invited to address the Parish Council during the public participation session. No member of the public may speak for more than five minutes in accordance with Standing Orders.*
20. **Police Report** - *to receive the report from South Staffordshire Police.*
21. **Approval of Minutes** - *to approve the minutes of the Parish Council Meeting on:*
 - a) Monday 11th April 2022

