

## **BLAKENEY PARISH COUNCIL - NOTICE**

The **Annual General Meeting (AGM)** of the Parish Council will take place on **Tuesday 7<sup>th</sup> May 2019 at 7pm** in the Parish Office, followed by the Full Parish Council Meeting. All Councillors are hereby summoned to attend.

*Tracey Bayfield*

Mrs Tracey Bayfield  
Clerk to the Council

Dated: Wednesday 1<sup>st</sup> May 2019

1. To receive nominations for the **ELECTION OF:-**
  - (a) Chairman for 2019/20.
  - (b) Vice Chairman for 2019/20.
2. To receive signed **DECLARATIONS OF ACCEPTANCE OF OFFICE** – Forms from the Chairman and Vice-Chairman.
3. To receive & approve **APOLOGIES FOR ABSENCE.**
4. To receive **DECLARATIONS OF INTERESTS** from members in relation to this meeting – Under the Code of Conduct, Members must declare any disclosable Pecuniary Interests. If such an interest is declared, then the member is not permitted to remain in the meeting for said item. They must not take part in the discussion or the voting.
5. To remind members that their register of **DECLARATIONS OF INTERESTS** should be reviewed and confirmed as being up to date and that they are each responsible for their own. *(New term new submission forms.)*
6. **OPEN PUBLIC SESSION** - if required.' *(Maximum of 15 minutes.)*
7. To receive & adopt the following **PROCEDURAL DOCUMENTS** – *Cllrs have.*
  - i) Model Standing Orders.
  - ii) Financial Regulations.
  - iii) Financial Risk Assessment.
  - iv) Effectiveness of Internal Financial Controls/Internal Auditor.
  - v) Asset Register – updated for 2019/20.
  - vi) Terms of Reference for Committees.
8. **ELECTION OF:** serving Parish Councillors to represent BPC on the following outside organisations.
  - i) **Village Hall Trustee Representative.**

- ii) **North Norfolk Coast Advisory Group.**
- iii) **North Norfolk Town & Parish Forum.**
- iv) **The Blakeney Channel Coastal Community Team.**

**9. REVIEW OF COMMITTEE STRUCTURE:** including Sub Committees, Advisory Groups & Working Parties where need be.

- i) **PLANNING COMMITTEE** – If all of the members of the Parish Council are still wanting to be part of this decision making process, then extraordinary meetings of the Full Council will simply be called as and when need be to meet the NNDC 21 deadline.
- ii) **FINANCE COMMITTEE**
- iii) **PERSONNEL/DATA PROTECTION COMMITTEE**
- iv) **BLAKENEY NEIGHBOURHOOD PLAN STEERING COMMITTEE**
- v) **DINGHY PARK MANAGEMENT COMMITTEE**
- vi) **BONFIRE & FIREWORKS COMMITTEE**
- vii) **BPC AFFORDABLE HOUSING COMMITTEE (& BNHS)**
- viii) **PARTY ON THE PASTURES COMMITTEE**
- ix) **NEIGHBOURHOOD PLAN STEERING GROUP**
- x) **RECREATIONAL COMMITTEE**

**TRUSTEES** -

**PARISH COUNCIL TRUSTS** – *To reconfirm* that “other than where detailed specifically on any deeds/constitution, Parish Council Trustees should be present serving Parish Councillors and not ex Parish Councillors. I.e. once a Parish Councillor leaves the Council, he/she leaves all other positions in relation to the Parish Council Charities/Trusts/Committees.”

- i) **WAR MEMORIAL COTTAGES**
- ii) **THE PASTURES & OTHER BLAKENEY LAND CHARITABLE TRUST**
- iii) **POOR’S LAND**
- iv) **PARISH RENT**
- v) **RED HOUSE LAND**

**END OF ANNUAL GENERAL (PARISH COUNCIL) MEETING**