



## **Brixworth Parish Council**

**Councillors are hereby summoned to attend the Annual Parish Council meeting to be held on  
Wednesday 22<sup>nd</sup> May 2019 at 730pm  
Community Centre & Library, Spratton Road, Brixworth NN6 9DS**

*The press and public are also invited to attend*

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### **AGENDA**

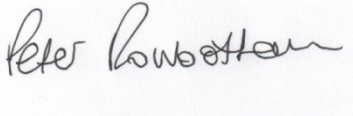
Click link below for supporting papers

[https://www.dropbox.com/sh/dt8wlfatszv1hh/AACXGsR\\_HfmrPrdecU7Oooyra?dl=0](https://www.dropbox.com/sh/dt8wlfatszv1hh/AACXGsR_HfmrPrdecU7Oooyra?dl=0)

**Papers  
attached**

1. **Welcome**
2. **Election of Parish Council Chairman**
  - 2.1 To elect a Chairman for the Parish Council for 2019/2020
  - 2.2 To receive the Chairman's Declaration of Acceptance
3. **Apologies for Absence**
  - 3.1 To consider any received apologies
4. **Declarations of Interest**
  - 4.1 Members' declarations' of interests on agenda items only
5. **To sign the minutes of the previous Parish Council meetings**
  - 5.1 Council Meeting of Monday 15<sup>th</sup> April 2019 **A**
  - 5.2 Council Meeting of Thursday 25<sup>th</sup> April 2019 **B**
6. **Election of Parish Council Vice Chairman**
7. **Agree to the continuation, terms of reference and membership of the Planning Committee** **C**
8. **Election of a Chairman and Vice Chairman of the Planning Committee**
9. **Agree to the continuation, terms of reference and membership of the Media and Communications Committee.** **D**
10. **Election of a Chairman and Vice Chairman of the Media & Communications Committee**
11. **Agree to the continuation, terms of reference and membership of the Working Groups**
  - 11.1 Finance **E**
  - 11.2 Personnel **F**

12. **To agree the Calendar of meetings for the municipal year 2019/2020** **G**
13. **Election of Parish Council Representatives**  
13.1 Village Hall Representative  
13.2 Thomas Roe Charity  
13.3 NCALC  
13.4 Newsletter & Press  
13.5 Highways, Footpaths & Trees  
13.6 Police Liaison  
13.7 Verification Officer for Finance  
13.8 Brixworth Sports Council (3 reps)
14. **To confirm the banking arrangements and signatories for the Parish Council Mandate** **H**
15. **To review and agree the following documents (Annual Review)**  
15.1 Members Code of Conduct **I**  
15.2 Standing Orders **J**  
15.3 Financial Regulations **K**  
15.4 Asset & Land Register **L**  
15.5 Risk Register **M**  
15.6 Councils Complaints Procedure **N**  
15.7 Freedom of Information Publication Scheme **O**  
15.8 Data Protection Policy **P**  
15.9 Data Breach Policy **Q**  
15.10 Records Retention Policy **R**  
15.11 Privacy Policy **S**
16. **To review and agree the list of the Council's annual subscriptions**  
16.1 Northamptonshire County Association of Local Councils  
16.2 Society of Local Clerks  
16.3 Campaign for the Protection of Rural England  
16.4 Northants ACRE (Action with Communities in Rural England)  
16.5 The Living Wage Foundation
17. **To consider and confirm the insurance arrangements for 2019 /2020**  
17.1 Agree the Councils chosen insurer for 2019/2020 **T**  
17.2 Agree the payment of the premium
18. **Annual Governance and Accountability Return 2018/2019**  
18.1 Consider the findings of the Internal Auditor **U**  
18.2 Review the system of internal control **V**  
18.3 Complete and approve the Annual Governance Statement **W**  
18.4 Consider and approve the Accounting Statement **X**  
18.5 Note the dates for the exercise of public rights (17<sup>th</sup> June to 16<sup>th</sup> July 2019 inclusive)
19. **Any other urgent business**
20. **To note Future Meetings:**  
20.1 Full Council – 30<sup>th</sup> May 2019  
20.2 Planning 10<sup>th</sup> June 2019  
20.3 Media & Communications – 19<sup>th</sup> June 2019  
20.4 Full Council – 27<sup>th</sup> June 2019



**Mr Peter Rowbotham**  
**Clerk to the Council**  
**15<sup>th</sup> May 2019**

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