

Bawdsey Parish Council

All Councillors are hereby summoned to attend the next

Annual Meeting of the Council

Wednesday 20th May, 7.00pm at Bawdsey Village Hall

Agenda

1. OPEN FORUM – *an opportunity for parishioners to briefly raise matters of concern without having to sit through the whole agenda*
2. Election of Chair: Signing of Declaration of Acceptance of Office
3. Signing of declaration of acceptance of office by councilors and handing out Register of Interest and Code of Conduct forms
4. Appointment of Vice-Chair
5. Chairman's welcome and apologies for absence
6. Councillors' Declarations of Interest
7. Alter and/or agree the composition of the PC Subcommittees and representatives, namely the BCAA WG, the EAOW WG, the Emergency Planning WG and the representative to the Bawdsey Coastal Partnership.
8. Confirm/review adoption of Standing Orders, FSO, Equal Opportunities Policy & Health & Safety Policy, any new Protocols (Fol) (hand out dividers)
9. Present training opportunities for new councillors and possible dates
10. Presentation of Accounts for Year ended March 2015 for approval for external audit. Sign Internal Control Statement
11. Appoint internal auditor 2015-16
12. Current activities at SCC - Update from Cllr Andrew Reid
13. Woodbridge and District Safer Neighbourhood Team update
14. Signing of Minutes as a true record:
 - i. Annual Meeting of the Council 28th May 2014
 - ii. Parish Council Meeting held 11th March 2015
 - iii. Planning Meeting held 19th March 2015
 - iv. Planning Meeting held 14th April 2015
 - v. Extraordinary Meeting held 5th May 2015
15. Progress Reports:
 - i. Clerk's report, incl. current finance report

Clerk: Jenny Webb

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- ii. Planning matters: update on current planning applications to include any new applications received before 20th May
 - iii. Village Hall and Recreation Ground Committee update
 - iv. (DEP)Deben Estuary Partnership update
 - v. (AOEP) Alde & Ore Estuary Partnership update
 - vi. BCP Update
 - vii. Bawdsey Community Amenity Area Update
 - viii. EAOW Windfarm Project
 - ix. Emergency Planning
16. Review Clerk's contract hours and salary or appoint Clerk's Remuneration Review team
 17. Review Asset Register
 18. Review Risk Analysis 2015/16 and Insurance Policy
 19. Review donations to Charities and Subscriptions
 20. Review banking arrangements including new signatories and the possibility of internet banking
 21. Agree representatives for Greenprint Forum and SALC and any other posts of responsibility
 22. Matters to be brought to the attention of the Council
 23. Future dates of regular meetings – including day of the week

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