



AGENDA

Annual Meeting of Chadwick End Parish Council

Date and time: Thursday 9th May 2019 at 6.30pm
Place: Village Hall

Dear Councillor

You are hereby summoned to attend the **Annual Meeting** of the Parish Council to be held at **The Village Hall, Chadwick End** on **Thursday 9th May** at **6.30pm**.

Kerry Finlayson - Clerk to Chadwick End Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

1. ELECTION OF CHAIR

2. WELCOME & APOLOGIES

3. DECLARATIONS OF INTEREST

4. PUBLIC PARTICIPATION

5. APPROVAL OF MINUTES

- To Approve the minutes of the annual meeting held on 10th May 2018

DOCUMENT 1

6. ACCEPTANCE OF OFFICE

Councillors to confirm that they have submitted the following documents:

- Declaration of acceptance
- Any financial interests in the Register of Members' Interests

DOCUMENT 2

DOCUMENT 3

7. ELECTION OF VICE CHAIR

8. AREAS OF RESPONSIBILITY

To agree Parish Councillors areas of responsibility:

- Employment
- Neighbourhood Plan
- Planning
- Trees
- Street Lighting
- Playground
- Flooding
- Village Hall
- Any additional areas to be added

9. TO APPOINT REPRESENTATIVES TO SIT ON OUTSIDE BODIES:

- Knowle Charities Committee
- Birmingham Airport
- Solihull Area Council (SAC)
- Independent Advice Group (IAG)

10. CAPITAL ASSETS AND LIABILITIES VESTED IN THE COUNCIL

DOCUMENT 4

11. GOVERNANCE

To agree the following:

- Standing Orders
- Scheme of Delegation
- Risk Assessment Register
- Publication Scheme
- Financial Regulations

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12. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

Kerry Finlayson
Clerk to Chadwick End Parish Council
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