

Annual meeting of Hibaldstow Parish Council

Parish Clerk – Deb Hotson

Email: clerk@hibaldstowparishcouncil.gov.uk

Tele: 0784 220 1877

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the Parish Council on Thursday 16th May 2024. Proceeding will commence at 7pm at the Village Hall, Station Road, Hibaldstow.

The agenda is set out below.

Members of the public and press are welcome.

Deb Hotson, Clerk to the Council

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Date of Issue: 10th May 2024

- 2404/01 Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office
- 2404/02 Election of Vice Chairman
- 2404/03 Election of other Officers and Committee Representatives
- NATs Representative
 - Snow & Flood Warden Representatives
 - Village Hall Representatives
 - Cemetery Working Party
 - Personnel Committee
 - To elect two Councillors to represent this Council at the ERNLLCA District Committee Meetings.
 - Asset Risk Safety Check representatives
 - Village Voice representatives
 - To confirm that all representatives should notify both the Clerk and fellow representative if unable to attend a meeting.
- 2404/04 To approve the Internal Auditor for 2024/25.
- 2404/05 To review and approve the Standing Orders & Financial Regulations.
- 2404/06 To review and approve the Reserves Policy.
- 2404/07 To review and approve the Training Policy.
- 2404/08 To review and approve the social media Policy.
- 2404/09 To review and approve all GDPR policies.
- 2404/10 To review and approve the Community Emergency Plan.
- 2404/11 To review and approve the Asset Register.
- 2404/12 To review and approve the H & S and Financial Risk Assessment policies.
- 2404/13 To review and approve the scheme of publication policy.
- 2404/14 To review and approve the Freedom of Information policy.
- 2404/15 To review and approve the Equal Opportunity policy.
- 2404/16 To review and approve the Complaints procedure.

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- 2404/17 To review and approve the co-option procedure.
- 2404/18 To review and approve the members and officer protocol.
- 2404/19 To review and approve the terms of reference for the Personnel Committee.
- 2404/20 To review and approve the terms of reference for the Village Hall representatives.
- 2404/21 To review and approve the Disciplinary & Grievance Procedure.
- 2404/22 To review and approve the Cemetery regulations and fees.
- 2404/23 To review and approve the Grants Policy.
- 2404/24 To review and approve the Child Protection and Safeguarding Vulnerable Adults policies.
- 2404/25 To review and approve the Biodiversity Policy 2024.
- 2404/26 To review and approve the use of the General Power of Competence held by the Clerk.
- 2404/27 To review and approve the ordinary Parish Council meetings for 2024/25.
- 2404/28 To confirm all Councillors have reviewed their register of interests.
- 2404/29 To resolve that this Council utilizes its powers under the Local Government Act 1972, section 101, to devolve to the Clerk the authority to make decisions on planning applications where:
- a. The application falls between meetings, and it is not possible to obtain from the Planning Authority an extension of time to consider the matter; and
 - b. The Chairman is unavailable to convene an extra-ordinary meeting or particular circumstances are such that the convening of an extra-ordinary meeting is impractical.

In both circumstances the Clerk shall have authority to respond on the Council's behalf, taking into account the Local Plan; the content of any planning policies; community plan or Neighbourhood Plan adopted by the council; and precedent. Moreover, where it is practicable, the Clerk is to contact ALL Councillors to confirm they are content with the response to the specific Planning Application requiring this action.

This authority will not apply to applications where there are known objections by neighbours; multiple housing development; and new land allocations.