



The **Annual Council Meeting** of the above-named Parish Council will take place **VIRTUALLY** commencing **5.30 p.m.** on **THURSDAY 6TH MAY 2021** and Members are hereby summoned to attend for the purpose of transacting the following business.

Due to the current Covid-19 epidemic and the changes in legislation dated 7th April 2020, the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, allows for all local authority meetings to be held remotely, either by video or telephone conferencing, live streaming, or web chat.

Should any member of the press or public wish to connect and engage in the meeting using telephone conferencing please contact the Clerk, Sharon George by email clerk@lawleyoverdale.org.uk and details will be provided.

Signed.....
Clerk to the Council

AGENDA

Date: 30TH April 2021

The meeting will be opened by the current Chairman

1. Election of Chair

LGA 1972 s15(1)(2)

Nominations for the role were pre- registered with the Clerk and sent to Councillors for their votes to be recorded and will be formally declared at the meeting as in the event of more than one nomination being received, a closed ballot could not be conducted via audio conferencing. In the event of no majority votes being declared, the outgoing Chairman will have a casting vote

2. Declaration of Acceptance of Office as Chair to the Parish Council

To be declared verbally and signed in the presence of the Clerk once restrictions are lifted

3. Election of Vice Chair

LGA 1972 s15(6)

Nominations for the role were pre- registered with the Clerk and sent to Councillors for their votes to be recorded and will be formally declared at the meeting as in the event of more than one nomination being received, a closed ballot could not be conducted via audio conferencing. In the event of no majority votes being declared, the Chairman will have a casting vote

4. Apologies

To receive apologies from Members unable to attend

5. Declarations of Interest

To receive any Declarations of Interest (declarations may be declared at any time during the meeting)

6. Appointment of Committees

To appoint members to serve on the under mentioned committees (**Appendix A**)

- a. Planning & Environment Committee
- b. Finance Committee
- c. Personnel Committee

7. PROW

To confirm a member as the Public Rights of Way liaison

8. Snow Warden

To appoint a Snow Warden to liaise with and Telford & Wrekin Council and the local community

9. Appointment of Representatives

To appoint representatives to serve on the under mentioned bodies

- a. Parishes Forum
- b. Newdale/Overdale Stakeholders Group
- c. Telford Bus Users Group
- d. Steering Group/Project Group (Lawley S.U.E.)
- e. Lawley Partnership Board
- f. Lawley Village Management Committee

10. Review/Adoption of Standing Orders (Appendix B)

11. Meetings Calendar 2021/2022

- a) Schedule of meetings for the forthcoming year to be considered **(Appendix C)**
- b) Resumption of Face-to-Face meetings

12. Chairman's Annual Report/Meetings Calendar

To be sent separately or tabled at the meeting

13. Completion of Disclosable Pecuniary Interests

Papers sent to Members for completion and return **(Appendix D)**

14. Review/Adoption of NEW Code of Conduct (Appendix E)

15. Public Session

The meeting will be adjourned to allow members of the public (if present) to discuss issues and concerns with Members. (The time allocated for public participation is at the discretion of the Chair).

The meeting will re-convene for the following business to continue.

16. Minutes

To **APPROVE** and **ACCEPT** the minutes from the Full Council meeting held on **15th April 2021 (Appendix F)**

17. Finance

- a) Invoices for payment (to be sent to Councillors for viewing followed by Authorisation)
- b) Bank Reconciliations (to be sent to councillors for viewing)

18. Development Plan 2021/2022

To discuss/agree the collated content of the plan **(Appendix G)**

19. Councillors Session

Opportunity for Councillors to report/share any issues and/or resident contact with other Members

20. Ward Members Session

Opportunity for Borough Councillors to report/share any issues and/or resident contact with Parish Council Members

21. Community Affairs

- a) Carpenter/Linden Centre– any updates
- b) CAT Update
- c) Police Update

22. Correspondence

Public Bodies (Admission to Meetings) Act 1960

In view of the confidential nature of the business about to be transacted it is requested that the public and press should not be present

23. Confidential Items

- a) Parish Office
- b) Community Facilities –any update
- c) Land arrangement – any update
- d) Casual Vacancy

24. Agenda items for next meeting

Members are invited to suggest items for discussion at the next Parish Council meeting

25. Date of next meeting

The next Parish Council meeting is due to take place on **Thursday 17th June (TBC - if meetings schedule has been accepted)** at **Venue TBC** commencing at **6.00pm**