



The **Annual Meeting & Full Council Meeting** of the above named Parish Council will take place at **Leonard Smith House, West Centre Way** commencing **6.00 p.m.** on **Thursday 10<sup>th</sup> May 2017** and Members are hereby summoned to attend for the purpose of transacting the following business.

A handwritten signature in cursive script, appearing to read 'George'.

Signed.....

Date: 4<sup>th</sup> May 2018

Clerk to the Council

## AGENDA

**1. Election of Chair**

*LGA 1972 s15(1)(2)*

(The Councillors/Chairman's allowance in pursuance of Section 15(5) of the Local Government Act 1972 will be agreed at the next Finance Meeting)

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

**3. Election of Vice Chair**

*LGA 1972 s15(6)*

**4. 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
- d. Activities Committee

**5. PROW**

To confirm a member as the Public Rights of Way liaison

**6. Snow Warden**

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

**7. Appointment of Representatives**

To appoint representatives to serve on the under mentioned bodies

- a. Parishes Forum
- b. Parish Charter Monitoring Group
- c. Newdale/Overdale Stakeholders Group
- d. Telford Bus Users Group
- e. Steering Group (Lawley S.U.E.)

**8. Review/Adoption of Standing Orders & Code of Conduct (Appendix B)**

**9. Chairman's Annual Report and Meeting calendar 2016/17 (Appendix C)**

**10. Completion of Disclosable Pecuniary Interests**

Papers will be tabled for completion and return

**11. Public participation**

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.*

**12. Minutes**

To **APPROVE** and **ACCEPT** the minutes from the Full Council meeting held on **12<sup>th</sup> April 2018 (Appendix D)**

**13. Councillors Session**

**14. Ward Members Session**

**15. Community Affairs**

- a) History Group /History Trail– Update from Cllr Blackburn
- b) Community Usage at LVP Academy – Update from Clerk
- c) War Memorial Project- Update from Clerk
- d) Land transfer update – Update from Clerk
- e) Activities Committee update – for noting only plus Time Capsule/Charity
- f) Crime Report - From the CMS (**Appendix E**) – for noting only
- g) SIDS – Update
- h) Definitive PROW Mapping – Update
- i) Concerns of Lawley residents- Any Updates

**16. PET Update**

Report from Deputy Clerk

**17. Meetings Calendar 2017/18**

Schedule of meetings for the forthcoming year to be considered (**Appendix F**)

***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*

**18. Finance/GDPR**

- a) To consider and approve payments (to be tabled at the meeting if required)
- b) Bank Reconciliation
- c) GDPR policies & Update (**Appendix G**)

**19. Agenda items for next meeting**

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

**20. Correspondence**

**21. Date of next meeting**

The next Parish Council meeting and Annual Meeting is due to take place on **Thursday 14<sup>th</sup> June (TBC - if meetings schedule has been accepted)** at **Leonard Smith House, West Centre Way** commencing at **6.00pm**