

ETTINGTON PARISH COUNCIL

Park View, Honington, Shipston on Stour CV36 5AA
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To: (Councillors) D Clarke, C. Melville Wright, I Houghton, D Hughes (Chairman), G Lambert, R Smith and R Whitfield of Ettington Parish Council

You are hereby summoned to attend the **Annual Meeting** of Ettington Parish Council, on **Wednesday 10th May 2023** commencing at 7.30 pm. The business to be transacted at the meeting is as follows:

AGENDA FOR THE ANNUAL PARISH COUNCIL MEETING TO BE HELD ON WEDNESDAY 10TH MAY 2023

Councillors are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material for themselves, family, friends or close associates.

1	Declaration of Acceptance Forms: signing by councillors
2	a) Election of Chairman and Signing of Acceptance of Office b) Election of Vice Chairman and Signing of Acceptance of Office
3	Apologies for absence or not present
4	Declaration of Pecuniary Interests:- (Councillors are reminded that in addition they still have personal interests and should at all times bear in mind the public perception)
5	Review and Re-adoption of the following policies and procedures: <ul style="list-style-type: none">a) Document Retention Policyb) Councillors Induction Guidec) Virtual Meeting Protocold) Scheme of Delegatione) Staff Handbookf) Appraisal Policyg) Standing Ordersh) Dealing with the Press, Media, Filming and Recording of Meetingsi) Freedom of Information Publication Schemej) Complaintsk) Staff Grievancel) LGA Code of Conductm) Guidance on Code of Conductn) Councillor Expenseso) Gifts and Hospitalityp) General Data Protection Registerq) General Data Protection Privacy Notices 1 & 2r) Use of Resourcess) Social Mediat) Staff Disciplineu) Finance Regulationsv) General and Earmarked Reserves Policy

	<p>All the policies and procedures are available to view at https://ettington.org/policies and remain unchanged since adoption/readoption in May 2022</p> <p>Recommendation: The Clerk recommends that the documents are readopted</p>
6	<p>Review and Re-adoption of Membership and Terms of Reference for Working Groups: Football Field Working Group:-Cllrs Rich Smith(planning), David Hughes (playground) Ian Houghton and Rosemary Whitfield; Youth Project Working Group membership_Cllrs Rich Smith, Gavin Lambert and Rosemary Whitfield) Community Centre Representatives: Cllr Hughes, Cllr Whitfield Recommendation: The Clerk recommends that the Terms of Reference be re-adopted and that membership be reviewed as may be necessary</p>
7	To Confirm Minutes of the last Parish Council Meeting on 12 th April 2023
8	Community Centre Update
9	Warwickshire County Council/Stratford District Council updates
10	<p>Open Forum (Approximately 15 minutes is allocated to this item) - Parishioners of Ettington are invited to address the Council on any relevant matter for a maximum of 3 minutes. Please note that as this is a meeting of the Council, held in public, attendees should not expect to be allowed to contribute to the rest of the meeting. Individuals who may have useful information could occasionally be called upon at the discretion of the Chairman.</p>
11	<p>Planning and Highways Matters:</p> <ol style="list-style-type: none"> I. Use of School Lane by Ettington Primary School visitors and parents- Tony Holdsworth II. 23/00951/FUL 18 Manor Lane Ettington Stratford-upon-Avon CV37 7TT . Proposed single storey extension to the side III. 23/00854/FUL 11 Banbury Road Ettington Stratford-upon-Avon CV37 7SN. Single storey rear extension IV. Highways matters (standing item)
12	Finance Report - Appendix 1
13	Clerk's Report - Appendix 2
14	Correspondence Report – Appendix 3
15	Tri-annual Tree Survey- Appendix 4
15	Parish Meeting Arrangements
16	Playground development tender
17	MUGA Update
	Dates of Future Meetings All meetings are held in the Lounge at the Community Centre at 7.30 pm unless otherwise stated

	Saturday 13th May Parish Meeting 2.30 p.m. Wednesday 14th June 2023 Wednesday 12th July 2023
	Dated this 4th Day of May 2023 <i>J. A Carter</i> Jane Carter Ettington Parish Council Clerk