

## **Allhallows Parish Council**

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**TO ALL MEMBERS OF THE COUNCIL**

**1<sup>st</sup> May 2020**

**You are summoned to attend the ANNUAL MEETING OF ALLHALLOWS PARISH COUNCIL at the Cross Park Pavilion, Avery Way, Allhallows, on Wednesday 13<sup>th</sup> May 2020 at 6:30 pm.**

### **AGENDA**

- 1.** To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
- 2.** To elect the Vice-Chairman and to receive the Vice-Chairman's Declaration of Acceptance of Office.
- 3.** To receive apologies for absence.
- 4.** To receive Declarations Pecuniary Interest (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda and following the Medway Council Code of Conduct.
- 5.** To receive and consider any dispensation requests from member's with DPI's in relation to the agenda.
- 6.** To confirm the accuracy of the minutes of the meeting of 8<sup>th</sup> May 2019
- 7.** To note Gifts & Hospitality declarations
- 8.** To review and adoption of Standing Orders and Financial Regulations – circulated (note additional government regulations regarding the holding of 'remote meetings')
- 9.** To review delegation arrangements to committees, sub committees, staff and local authorities (where appropriate)
- 10.** To review Committee Structures and to appoint members to serve on the under mentioned Committees:  
Currently there are no committees – although Advisory Committees may be established as required (with very limited decision making powers)
  - a) Personnel Advisory Committee (terms of reference circulated)
  - b) Finance and General Purposes Committee (terms of reference circulated)
  - c) Youth Club Committee (terms of reference circulated)
  - d) Grievance, Disciplinary and Appeal Committees (to be constituted as required)
  - e) Others?
- 11.** To appoint representatives on the under mentioned bodies as required:
  - a) PACT (two)
  - b) Medway Council Rural Liaison Sub-committee (one + substitute)
  - c) Kent Association of Local Council (KALC) Medway area committee (up to two)
  - d) Police Liaison committee/s
  - e) Village Hall Management Committee (one)
  - f) Cross Park Association (one)
  - g) Allhallows Fete Committee
  - h) Friends of All Saints Church (one)
- 12.** To agree other member responsibilities
  - a) Allotments
  - b) Recreation ground and playpark
  - c) Bourne Leisure Liaison (Haven Holiday Park)
  - d) Turners Group (Allhallows Park (Kingsmead))
  - e) Allhallows Primary School Liaison
- 13.** To appoint to other posts:
  - a) Footpaths Officer
- 14.** To consider the Council becoming eligible to exercise the general power of competence in the future.
- 15.** Review of inventory of assets
- 16.** Confirmation of arrangements for insurance cover in respect of all insured risks. Renewal notice not yet received – will need to be done when received.
- 17.** Review of the Council's complaints procedure.

18. Review of the Councils procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
19. Review of the Council's policy for dealing with the press/media and social media policy.
20. Determining the time and place of ordinary meetings of the full Council up to and including the next annual meeting of full Council 6:30pm, second Wednesday of each month at Cross Park Pavilion, Avery Way or ONLINE as necessary.

**21. Close of meeting**

Signed *Chris Fribbins*  
Chris Fribbins, Parish Clerk

***Members of the public and press are welcome to attend this meeting.***