

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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13 May 2021

Councillors: You are hereby summoned to attend the Annual Meeting of the Parish Council to be held **OUTSIDE the Parish Hall on Thursday 20 May 2021 at 7.30pm** for the purpose of transacting the following business.

Members of the Public: Members of the public wishing to address the Council during the formal meeting must make the Chairman aware of their intention before the meeting starts. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public wishing to record the meeting are asked to notify the Chairman of their intentions so that appropriate arrangements can be made for the recording, in accordance with the Council's Standing Orders and Recording of Meetings Policy.

Councillors: you are required to complete your Declaration of Acceptance of Office form prior to the meeting and to complete your Register of Members' Interests forms within 28 days of the election.

AGENDA

1. **To elect the Chairman for the year 2021/22**
2. **To elect the Vice Chairman for the year 2021/22**
3. **To receive and accept apologies for absence**
4. **Requests for Dispensations, Declarations of Interest, Gifts and Hospitality**
To receive any requests for Dispensations or Declarations of Interest from Councillors relating to items on the Agenda, in accordance with the Council's Code of Conduct and to note any gifts and hospitality (please refer to the notes at the end of agenda).
5. **To facilitate public participation with regard to items on the agenda**
Public participation is limited to 30 minutes in total. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda.
6. **Minutes** – to confirm the Minutes of the meetings held on 1 April and 29 April, previously circulated
7. **Update on progress from the Minutes** – the Clerk / Chairman to report on progress of outstanding items which do not require further decision
8. **Governance and Consultations**
 - a. **General Power of Competence**

- i. **To agree that the Parish Council meets the criteria for eligibility (two thirds elected members and CiLCA qualified Clerk)**
- ii. **To agree to adopt the General Power of Competence**
- b. **Councillor Co-option** – to consider the Councillor vacancy resulting from the uncontested election
- c. **Scheme of Delegation** – to adopt a scheme of delegation as an interim measure until the Parish Council is able to meet in person in July

9. Finance

- a. **To receive the Finance Report**
- b. **Insurance Renewal** – to consider and agree the insurance renewal for 2021/22
- c. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

10. Date of informal advisory meeting – Thursday 3 June 2021 at 7.30pm, online at <https://us02web.zoom.us/j/76605157135> (meeting code: 766-0515-7135).

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Notes on declarations of interest

Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered.

National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012