



## Haswell Parish Council

Date of issue: - Tuesday 17<sup>th</sup> May 2022

*In accordance with paragraphs 7(1) & 10(2)(b) of Schedule 12 of the Local Government Act 1972, I hereby summon you to attend the ANNUAL MEETING OF HASWELL PARISH COUNCIL to be held in the Meeting Room, St Paul's Church, Church Street, Haswell DH6 2DT, on Wednesday 25th May 2022 at 6.30pm The business to be transacted thereat is as set out hereunder*

**Cllr. Chris Hood**

**Chair**

**Haswell Parish Council**

## **AGENDA**

**1. To Elect a Chairman for the Ensuing Year**

*To receive and consider nominations for the position.*

**2. To Sign & Complete the Declaration of Acceptance of Office**

*For the new Chair to sign their acceptance to the role of Chairman of Haswell Parish Council*

**3. Register of Disclosable Pecuniary Interest & other Registerable Interests**

*For Members to update their forms if necessary*

**4. To Elect a Deputy Chair for the Ensuing Year**

*To receive nominations and agree*

**5. Co-opting of 2 Parish Councilors**

*To co-opt 2 Parish Councilors*

## **6. Apologies for Absence**

### **7 To Approve the Minutes of the Last Meeting**

*Members are asked to agree the attached minutes as a true and correct record of the meeting.  
(Minutes of the meeting held on 27th April 2022 attached)*

### **8. Review and Adoption of The Parish Council's Standing Orders and Financial Regulations**

Members are asked to review the Council's Standing Orders and Financial Regulations, (copies available on the Council's web site, or from the Clerk by request).

### **9. To Confirm the Dates of the Meetings for the Forthcoming Year**

29<sup>th</sup> June 2022, 27<sup>th</sup> July 2022, August Recess no meeting, 28<sup>th</sup> September 2022, 26<sup>st</sup> October 2022, 30<sup>th</sup> November 2022, December – no meeting, 25<sup>th</sup> January 2023, 22<sup>nd</sup> February 2023, 29<sup>th</sup> March 2023, 26<sup>th</sup> April 2023, 31<sup>st</sup> May 2023.

### **10. To confirm the arrangements for insurance cover in respect of all insured risks**

Members to discuss and note the insurance arrangements with Zurich Municipal for the forthcoming year.

### **11. To review the Policy on Reserves and Balances, Training, Protocol on Member/Officer Relations, Publication Scheme, Council's procedure for handling request made under the Freedom of Information Act 2000, Complaints Procedure**

*Members are asked to review the policies and procedures listed, (copies available on the Council's web site, or by request).*

### **12. Sub-Committees**

*To appoint representatives to the following sub committees*

- *Human Resources*
- *Events*
- *Horticulture*

### **13. Delegates to Other Bodies**

*To appoint representatives to serve on outside bodies:*

1. *County Durham Association of Local Councils Larger Local Council Forum*
2. *Easington Area (Durham County Association of Parish & Town Councils)*

**14. Police Briefing**

**15. Finance**

*(a) To approve the monthly accounts.*

*(b) Monthly Bank Reconciliation for April 2022 (to follow)*

*(c) Annual Governance & Accountability Return 2021/22 - Members to discuss*

*(d) Internal Audit Report for consideration and acceptance and Assurance by Risk Area - Members to discuss*

**16. Planning**

**17. Member's Reports**

**18. County Councillor's Update Report**

**19. Public Participation**

For the Chair to invite members of the public present to address the Parish Council.

**20. Parish Clerk**

**21. Date & Time of the Next Meeting**

To agree the next Parish Council Meeting be held at St Paul's Church Hall, Church View, Haswell, DH6 2DT on Wednesday 29th June 2022 at 6.30pm.