



EVERSLEY PARISH COUNCIL

SUMMONS

To Members of the Eversley Parish Council:

YOU ARE HEREBY SUMMONED to attend the **ANNUAL MEETING OF THE COUNCIL** commencing at 7.30pm on **Tuesday 16th May 2017**, to be held in Eversley Village Hall, Glaston Hill Road, Eversley RG27 0LX, for the purpose of considering and resolving upon the business set out in the following Agenda.

To Members of The Press and Members of the Public:

You are welcome to attend the meeting.

Clerk: Mrs J Routley

Date of Issue: 10th May 2017

Signature:

MEMBERS OF THE COUNCIL:

Cllr Shawn Dickens
Cllr Colin Edge
Cllr Claire Hetherington
Cllr Chris Hutton
Cllr Adrian McNeil
Cllr Sandra Miller
Cllr Kevan Neville
Cllr Philip Todd

AGENDA

- 1 ELECTION OF CHAIRMAN,
To elect a Chairman of the Council (Once elected the Chairman must sign a Declaration of Acceptance of Office.)
- 2 APOLOGIES FOR ABSENCE,
To receive and accept apologies for absence,
- 3 MINUTES OF LAST FULL COUNCIL MEETING,
(i) To receive draft Minutes of the Full Council Meeting held on **TUESDAY 2nd May 2016** (previously circulated).
(ii) To correct any errors and sign the corrected Minutes
(iii) To raise any matters arising from the Minutes, which do not appear on the Agenda,
- 4 ELECTION OF VICE-CHAIRMAN,
To elect a Vice Chairman of the Council,
- 5 PUBLIC PARTICIPATION SESSION,
To receive and respond to any observations or questions raised by parishioners, restricted to Council matters only,
(This ten minute session is an opportunity for parishioners to bring matters to the attention of the Parish Council. Each speaker will be limited to two minutes.)

- 6 DELEGATION,
To confirm delegation arrangements to committees and proper officer,
- 7 COMMITTEES TERMS OF REFERENCE,
(i) To review and accept Terms of Reference for the Open Spaces Committee,
- 8 ELECTION OF COMMITTEES:
(i) To elect members to the Open Spaces Committee, (currently 6 members),
- 9 ELECTION OF WORKING GROUPS,
(i) To elect members to the Performance Review Working Group (currently 3 members),
(ii) To elect members to the Road Safety and Traffic Working Group (currently 2 members),
(iii) To elect a member/s to the Neighbourhood Plan Working Group (currently 1 member),
- 10 EVERSLEY PARISH COUNCIL STANDING ORDERS,
To review and accept the Council's Standing Orders,
- 11 FINANCIAL REGULATIONS,
To review and accept the Council's Financial Regulations,
- 12 DRAFT ACCOUNTS FOR 2016/17,
To review and accept the Council's draft accounts (copies of the draft receipts and payments statement and summary to be circulated),
- 13 ASSETS,
To review an inventory of the Council's assets,
- 14 INSURANCE
To review the Council's insurance provision,
- 15 ELECTION OF REPRESENTATIVES TO OTHER BODIES
To elect members or others to the following outside bodies :
 - a) Hart District Association of Parish & Town Councils
 - b) Eversley Village Hall Management Committee
 - c) Blackbushe Airport Consultative Committee
 - d) Blackwater Valley Countryside Partnership
 - e) Charles Kingsley's School Committee
 - f) Eversley Quarry Community Liaison Group
 - g) Eversley Sports Association Executive Committee
- 16 APPOINTMENT OF COUNCILLORS TO ROLES OR SPECIAL RESPONSIBILITIES,
To elect members to the following roles or responsibilities:
 - a) Planning Liaison
 - b) Local Industry Liaison
 - c) Public Transport
 - d) Traffic and Highway Matters
 - e) Litter (Highways)
 - f) Burial Ground
 - g) Garden Plots
 - h) Tree Warden (Hampshire Wildlife Trust)
 - i) Emergency Co-ordinator
 - j) Funding Community Projects
 - k) Flooding and Sewerage Co-ordinator
 - l) Budget Controller
 - m) Neighbourhood Watch Liaison
 - n) Public Rights of Way
 - o) Travellers
- 17 COMPLAINTS PROCEDURE
To review and accept the Council's Complaints Procedure,

- 18 PUBLICATION SCHEME (FREEDOM OF INFORMATION)
To review and accept the Council's Publication Scheme.
- 19 GRANTS POLICY
To review and accept the Council's Grants Policy.
- 20 COMMUNICATION POLICY
To review a draft of a Council policy for dealing with the public/press/media (draft to be circulated),
- 21 CHAIRMAN'S ALLOWANCE,
To agree the Chairman's Allowance for 2017-18 (set at £250 for 2016-17),
- 22 DATES AND TIMES OF ORDINARY AND SUB-COMMITTEE MEETINGS FOR THE ENSUING YEAR,
To agree the dates and times of meeting for 2017-18,
- 23 ELECTRONIC AGENDA DESPATCH
To confirm which Members would like to receive only an electronic copy of the agenda and papers for meetings, (The Local Government (Electronic Communication) (England) Order 2015 came into force on 30 January 2015. It allows a Summons to a meeting to be deemed served, if sent to a nominated electronic address.)
- 24 NEW LOGO
To confirm which of the new logos the Council wishes to adopt,
- 25 PERFORMANCE REVIEW WORKING GROUP,
(i) To decide whether it is necessary to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from discussion of the following item where publicity might be prejudicial to the special nature of the business,
(ii) To receive a report from this Working Group with regards to Performance Review 2016/17
(iii) To receive any recommendations from the Working Group,
(iv) To decide any other actions required by EPC,
- 26 CLOSURE OF MEETING.