



# 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 8pm on **Tuesday 15<sup>th</sup> May 2018**, 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**

*Mrs J Routley*

**Date of Issue: 9 May 2017**

**Signature:**

MEMBERS OF THE COUNCIL:

Cllr Shawn Dickens

Cllr Edward Dixon

Cllr Colin Edge

Cllr Adrian McNeil

Cllr Sandra Miller

Cllr Kevan Neville

Cllr Philip Todd

Vacancy

### 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 ELECTION OF VICE-CHAIRMAN,  
To elect a Vice Chairman of the Council,
- 4 MINUTES OF THE LAST MEETING  
To confirm the minutes of the meeting held on the Tuesday 17 April 2018.
- 5 PUBLIC QUESTIONS AND COMMENTS,

To receive and respond to questions from the public for up to 10 minutes. Each speaker will be limited to two minutes.

- 6 DELEGATION,  
To confirm delegation arrangements to committees and proper officer,
- 7 COMMITTEES TERMS OF REFERENCE,  
To review and accept Terms of Reference for the Open Spaces Committee (previously circulated),
- 8 ELECTION OF COMMITTEES:  
To elect members to the Open Spaces Committee.
- 9 ELECTION OF WORKING GROUPS,  
To elect member/s to –
  - a) the Performance Review Working Group
  - b) the Road Safety and Traffic Working Group
  - c) the Neighbourhood Plan Working Group
  - d) the Budget Working group
- 10 EVERSLEY PARISH COUNCIL STANDING ORDERS,  
To review and accept the Council's Standing Orders (previously circulated),
- 11 FINANCIAL REGULATIONS,  
To review and accept the Council's Financial Regulations (previously circulated),
- 12 ASSETS,  
To review an inventory of the Council's assets (previously circulated),
- 13 INSURANCE
  - a) To review the Council's insurance provision for 2017/18
  - b) To decide which insurance company to use for 2018/19
- 14 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) Eversley Sports Association Executive Committee
  - e) Policing Priorities Meetings
- 15 APPOINTMENT OF LEAD COUNCILLORS,  
To elect members as Lead Councillors for the following:
  - a) Planning Liaison
  - b) Blackwater Valley Countryside Partnership
  - c) Burial Ground
  - d) Charles Kingsley's School
  - e) Flooding and Sewerage

f) Traffic and Highways

- 16 COMPLAINTS PROCEDURE  
To review and accept the Council's Complaints Procedure (previously circulated),
- 17 DATA PROTECTION & PRIVACY POLICY (previously circulated),
  - a) To review and accept the Data Protection and Privacy Policy,
  - b) To review and accept privacy notices and Subject Access Requests documentation,
  - c) To review and accept the Record Management Policy
  - d) To decide if a CCTV Policy is necessary
- 18 GRANTS POLICY  
To review and accept the Council's Grants Policy (previously circulated),
- 19 COMMUNICATION POLICY  
To review a draft of a Council policy for dealing with the public/press/media (previously circulated),
- 20 EMPLOYMENT POLICY AND PROCEDURES  
To review and accept the Council's Employment Policy and Procedures (previously circulated),
- 21 EXPENDITURE UNDER s. 137  
To review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 for 2017/18,
- 22 DATES AND TIMES OF ORDINARY AND SUB-COMMITTEE MEETINGS FOR THE ENSUING YEAR,  
To agree the dates and times of meeting for 2018-19,
- 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.)