



Clerk to the Council: Susan Brayley
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PUBLIC NOTICE

**A meeting of the Parish Council will take place on Tuesday 23rd May 2017,
at Copythorne Parish Hall (rear extension) to commence at 7.00pm**

Please note due to this being the first meeting of the Council year, the Council Members are required by law to ratify Council Policies and Procedures. For this reason, no general public session item has been allotted. If any member of the public wishes to raise an issue with the Council, would they please advise the Clerk by Monday 22nd May latest.

AGENDA

- 1. To elect the Chairman of the Council and for the Chair to confirm acceptance of office.**
- 2. To elect the Vice-Chairman of the Council and for the Vice Chair to confirm acceptance of office.**
- 3. Apologies for Absence**
- 4. Councillors Declarations of Interest in items on the Agenda**
- 5. County and District Councillors' Reports**
- 6. Planning Applications; TPO's and Similar (See details attached)**
- 7. Planning; Enforcement and Tree Work Decisions and Updates**
- 8. Confirmation of the Minutes of the previous Parish Council Meeting**
- 9. Finance – To Receive and Agree Monthly Payment Schedule, Bank Reconciliation and 2016/17 Year End Budget Report.**
- 10. Review of delegation arrangements to committees, employees and other local authorities.**
- 11. Appointment of any new committees, confirmation of the terms of reference, the number of members and receipt of nominations to them.**
- 12. Review and adoption of appropriate Standing Orders and Financial Regulations**
- 13. Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities.**
- 14. Review of the Council's and/or employees' memberships of other bodies.**
- 15. Review of inventory of land and assets including buildings and office equipment.**
- 16. Review of Councils Code of Conduct Procedure**

17. **Review of the Council's complaints procedure.**
18. **Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000.**
19. **Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.**
20. **Correspondence and Clerk's Report**
21. **Chairman's Report**
22. **Councillors Reports**
23. **Agenda Items for the Next Meeting**
24. **To Confirm the next meeting – 27th June 2017 at Copythorne Parish Hall (Rear Extension).**

Susan Brayley

Clerk/RFO to Copythorne Parish Council