

COPYTHORNE PARISH COUNCIL MEETING - TUESDAY JANUARY 11th 2022

ITEM NO. 11 - Initial preparations for 2022 Annual Parish Meeting (APM)

Information

The Annual Parish Meeting (APM) is currently provisionally scheduled for Tuesday March 22nd 2022. At this time, it is not clear whether any possible COVID-19 restriction will play a part in how or whether an APM can be held.

Irrespective of whether or not the APM proceeds, we are also due to commence the process for determining our shortlist and eventual selection for the Annual Parish Award. This report initiates that process.

Annual Parish Meeting Agenda

The agenda would follow the structure successfully used for the 2021 Parish Meeting held on November 25th 2021 for which details are attached as Appendix A.

Councillors are asked to provide suggestions for items to be discussed/presenters to be invited and submit them to the Clerk by Friday January 28th 2022 for discussion with the Chairman of the APM.

Annual Parish Award 2022

The assembling of a shortlist for the Annual Parish Award is also due to start. Details of how the process works and how members of the Parish Council and residents of the Parish can submit nominations are attached as Appendix B.

Invitations for nominations are now requested. Parish Councillors are invited to pass any recommendations to the Clerk with a citation which references the above criteria. Members of the Community will also be invited to make nominations via a promotion in the February edition of the Parish Council Newsletter and an article on the Parish Council website.

Nominations must be received by Friday February 25th 2022 in time for reporting to and voting on at the Parish Council meeting on Tuesday March 8th.

Recommendations

1. That Members of the Parish Council note the suggested format for the planned APM and make any comments and / or suggestions for changes to the Clerk by Friday January 28th 2022 in order that a proposed draft agenda can be brought to the Parish Council meeting on February 8th 2022.
2. That Members of the Parish Council note the arrangements for the 2022 Annual Parish Award and action accordingly.

David Rigby
Clerk to Copythorne Parish Council
January 4th 2022

APPENDIX A – 2021 Parish Meeting Agenda

PARISH MEETING

Meeting to be held at:

Copythorne Parish Hall (Main Hall), Pollards Moor Road, Copythorne, SO40 2NZ

On: Thursday November 25th 2021 At: 7.00 p.m. (doors open from 6.45pm)

Hosted by the Chair of Copythorne Parish Council

The Parish Meeting may, by law, discuss all Parish affairs and pass resolutions about them although the resolutions may not be binding upon the Council

Agenda

N.B. All timings are approximate

1. 6.45 Arrive, Mingle, Chat (tea and coffee served)
2. 7:00 (5 mins) Start of Meeting: - Introductions, welcome, apologies for absence (**Graham**)
3. 7.05 (5 mins) Minutes of previous Annual Parish Meeting (held on May 5th 2021) (**Graham**)
4. 7.10 (10 mins) District Councillor Feedback / Update (**Diane/Derek/Jo ?**)
5. 7.20 (10 mins) County Councillor Feedback / Update (**Edward**)
6. 7.30 (10 mins) Policing Update – (to include CSW report) (**CI Andrews/PCSO Williams**)
7. 7.40 (10 mins) Presentation by the ‘Parish Pickers’ (**Martin Lander**)
8. 7.50 (10 mins) An update on possible Affordable Housing Plans for the Parish (**Clerk**)
9. 8.00 (10 mins) Queen’s Platinum Jubilee Celebrations – June 2022 (**Jubilee Working Group**)
10. 8.10 (10 mins) ‘Your Community Transport’ – Current Provision Review Outcomes (**Graham**)
11. 8.20 (10 mins) Flooding matters in the Parish – (**John**)
12. 8.30 (10 mins) “Parish Design Statement” (**Graham**)
13. 8.40 (10 mins) Climate Emergency – How the parish can do its bit to help (**Jackie**)
14. 8.50 (10 mins) Final Q&A Session - Any issues you would like to have the Parish Council consider in the coming year (**Graham**)
15. 9.00 Close

APPENDIX B - Annual Parish Award Scheme

The Parish Council's Annual Award Scheme celebrates the achievements of outstanding local people. The award is presented each year at the Annual Parish Meeting.

Parish residents are nominated to receive the Award by members of the Council (*and/or others within the parish*), and the winner is selected by the Council. The Award recognise outstanding commitment to village life and may be awarded for exceptional contributions to voluntary activities; for work carried out to support and help others; and in recognition of achievements which have benefited the community. An Award may be presented to people who have achieved one or more of the following criteria:

- Shown exceptional commitment to a cause or organisation
- Acted as a role model/ambassador within the community
- Motivated and inspired others to get involved in their cause or organisation
- Brought people together from different backgrounds
- Shown exceptional resilience in overcoming an obstacle or going beyond the call of duty
- Made a positive difference and improved the well-being of residents or the community

It is normal for Awards to be made to people who are still active in their role in the community, although there is no bar on an Award being made to someone who has recently retired/stood down.

For the 2022 Parish Award nominations referencing the above criteria need to be received by February 25th 2022. They can be sent by the following methods:-

E-mail: parishclerk@copythorne.org.uk

Post: David Rigby, Copythorne Parish Clerk, C/O 9 The Cleeves, Totton, Southampton, SO40 8WL

The Council's selection process will take place in private session at the Parish Council Meeting on March 8th 2022, all matters relating to individuals will be discussed by the Council in complete confidence, and the Council's decision is final.

David Rigby
Clerk to Copythorne Parish Council