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The Annual Meeting of Cheswick Green Parish Council will take place on Wednesday 9th May 2018 at 7:30pm in Cheswick Green Village Hall to transact the business shown on the agenda below.

Date of issue: Wednesday 2nd May 2018

Councillors are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend or close associate.

AGENDA

1. To elect a Chairman.
2. To receive the Chairman's Declaration of Acceptance of Office.
3. To elect a Vice Chairman.
4. Apologies for Absence and to approve, if thought fit, the reasons - if any given, for absence from the meeting.
5. Declarations of Interest.
6. Dispensations.
7. Public Participation (*15 Minutes*).
8. To resolve to accept the Minutes of the previous meeting held on Wednesday 11th April 2018 (*issued to Parish Cllrs. with the agenda*).
9. To fix the date/time of the next meeting, if thought appropriate to fix dates and times for subsequent meetings, or a regular cycle (*suggested dates issued to Parish Cllrs. with the agenda*).
10. To agree date and time for 2019 Annual Statutory Parish Assembly (*suggested date included in list of meeting dates issued to Parish Cllrs. with the agenda*).
11. To appoint members to the Staffing Panel.
12. To appoint members to the Planning Committee including to retain Mr. Cockroft and Mr. Davidson as co-opted members.
13. To appoint members to the Recreation Committee including to retain Mr. Hall as a co-opted member. To resolve that the Recreation Committee will maintain authority to spend up to £250 on any work deemed to be essential or emergency.
14. To appoint representatives for outside bodies: SAC.
15. To resolve to accept the 'review of internal controls', the 'risk register' and the 'asset register' for year ended 31st March 2018 (*issued to Parish Cllrs. with the agenda*).
16. To review the Parish Council insurance.

17. To resolve Section 2 of the Annual Governance and Accountability Return (AGAR) 2017/18 for year ended 31st March 2018 (*circulated to Parish Cllrs. by email 18/04/2018*).
18. To resolve to hold an extraordinary meeting – on Wednesday 6th June 2018 at 10:30am, to receive the internal auditors report, for the year-end 2018 Annual Return, to be submitted to PKF Littlejohn LLP, as requested by Monday 11th June 2018 and to enable the Council to resolve Section 1 of the Annual Governance and Accountability Return (AGAR) 2017/18.
19. To receive a report on the finances of the Council and to approve any payments made since last meeting and any payments to be made (*issued to Parish Cllrs. with the agenda*).
20. To resolve that the existing bank Standing Order payment to Meadowfields paid monthly in arrears should continue. To resolve that direct debits with BT and the Information Commission continue.
21. To resolve to renew 2018/19 membership to WALC (£673 due before 31st May 2018) and the SLCC (£139 for current year paid March 2017).
22. To resolve that elected members shall receive Members Allowances based on the current rates as set by Solihull MBC.
23. To receive year end update in relation to exercise class and current situation (*issued to Parish Cllrs. with the agenda*).
24. To review the Parish Councils Code of Conduct, Standing Orders, Financial Regulations, Complaints procedure, procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 and policy for dealing with the press/media.
25. To resolved to accept/adopt Vision ICTs information cookies privacy policy (*forwarded to Parish Cllrs. by email 24/4/18*).
26. Update/feedback/report from General Data Protection Regulations data audit.
27. To receive the Recreation Committee Minutes from the meeting held on Monday 5th March 2018. To receive any reports or recommendations from the Recreation Committee and to resolve any action to be taken.
28. To receive the Planning Committee Minutes from the meeting held on Wednesday 7th March 2018 (*available on CGPC website*). To receive any reports or recommendations from the Planning Committee and any update in relation to the Neighbourhood Plan and other planning matters.
29. To consider planning applications (*issued to Parish Cllrs. with the agenda*) and local development including progress regarding Mount Dairy Farm/Cheswick Place and Blythe Valley Park/IM.
30. Update/report from the VHMC.
31. To receive any reports from Councillors and the Clerk.
32. To consider and resolve any action(s) in relation to items of correspondence received (*issued to Parish Cllrs. with the agenda*).
33. To discuss and resolve any actions in relation to the ongoing CGPC action list (*issued to Parish Cllrs. with the agenda*).
34. Agenda items for next meeting.
35. **To resolve that due to the special nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

36. To discuss and resolve any actions regarding any items of correspondence or matters considered confidential.
37. Members Allowances, Clerks salary, PAYE, payroll and Pension Scheme; *to record that the amount for the Clerk salary as recorded in the March 2018 Minutes was slightly inaccurate and instead of it being £---.25p it should have been £---.45p, as per the payslip.*

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