



Mrs. Marie Zizzi
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Members of the press and public welcome to attend.

The Annual Meeting of Cheswick Green Parish Council will take place on **Wednesday 5th May 2021 at 6:30pm via Zoom** to transact the business shown on the agenda below.

If you wish to join this meeting, please email cllr.samsedgley@cheswickgreen-pc.gov.uk as soon as possible.

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. To resolve to delegate authority to the Clerk to grant any necessary Dispensations.
7. Dispensations forms in relation to setting the precept and commenting on SMBCs Local Plan/planning applications, have been completed by all members and are approved until 2023 elections.
8. Public Participation (*15 Minutes*).
9. To resolve to accept the Minutes of the previous meeting held on Wednesday 23rd April 2021 (*issued to Parish Councillors*).
10. To fix the date/time of the next meeting, if thought appropriate to fix dates and times for subsequent meetings, or a regular cycle (*issued to Parish Councillors*).
11. To agree date and time for 2022 Annual Statutory Parish Assembly (*suggested date included in list of meeting dates*).
12. To resolve that CGPC meets the criteria to use the General Power of Competence.
13. To appoint members to the Staffing Panel.
14. To appoint members to the Planning Committee including to retain Mr. Cockroft as a co-opted member.
15. To appoint members to the Recreation Committee.
16. To appoint representatives for outside bodies: *SAC; SMBCs Community Champions*
17. To receive and if appropriate accept the Internal Auditors report.
18. To resolve Section 1 - Annual Governance statement 2020/21 of the Annual Return for year ended 31st March 2021 (*issued to Parish Councillors*).

19. To resolve Section 2 – Accounting Statements 2019/20 of the Annual Return for year ended 31st March 2021 (*issued to Parish Councillors*).
20. 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 Councillors*).
21. To appoint a Councillor other than the Chairman, to verify/check and sign the bank reconciliation as prepared by the Clerk at the end of each quarter of the financial year.
22. To resolve that all members will be authorised signatories on CGPC bank accounts. To agree what level of access members will have for the Unity Trust Bank (UTB) account (VA/VSA). To resolve to continue with the system that 3 signatories sign cheque payments and one signatory sets up electronic payments for two other signatories to authorise.
23. To resolve that the existing Standing Order payment to Meadowfields paid monthly in arrears should continue. To resolve that direct debits with BT and the Information Commissions Office continue.
24. To note CGPCs insurance policy with Zurich is approved until 2025 on a 5-year agreement (*see October/November 2020 minutes*).
25. To resolve to renew membership to WALC and SLCC.
26. To resolve that elected members shall, if they wish, receive Members Allowances based on the current rates as set by Solihull MBC.
27. To adopt the new National Code of Conduct.
28. To review the Parish Councils Standing Orders, Financial Regulations, procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998, all other procedures and policies including the website links notice (*please find these documents on CGPC website under statutory requirements*).
29. To receive any reports or recommendations from the Recreation Committee and to resolve any action to be taken.
30. To receive an update on the Neighbourhood Plan.
31. To consider planning applications (*sent separately by email*) and local development including progress regarding Cheswick Place/Mount Dairy Farm and Blythe Valley Business Park/IM.
32. To discuss regular checks on the defibrillator and who should/will do this.
33. To receive any reports from Councillors and/or the Clerk.
34. To discuss any matters in relation to Covid-19.
35. Update/report from Village Hall Management Committee.
36. To consider and resolve any action(s) in relation to items of correspondence received (*issued to Parish Councillors*).
37. To discuss and resolve any actions in relation to the ongoing CGPC action list (*issued to Parish Councillors*).
38. Agenda items for next meeting.
39. **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.**
40. To discuss and resolve any actions regarding any items of correspondence or matters considered confidential.
41. PAYE, payroll and Pension Scheme.

Marie Zizzi