

SCAWBY PARISH COUNCIL

NOTICE OF ANNUAL MEETING OF THE PARISH COUNCIL

Dear Sir/Madam

I hereby give you notice that the Annual Meeting of SCAWBY PARISH COUNCIL will on Wednesday 1st May 2024 at 7.00 pm

Dated 22nd April 2024

Karen Pickering – clerk

**To: Each Member of Scawby Parish Council
Parish Notice Boards**

Copy to: Ridge Ward Members

A G E N D A

1. ELECTION OF CHAIRMAN followed by DECLARATION OF OFFICE

2. ELECTION OF VICE CHAIRMAN

3. APOLOGIES

4. ELECTION OF COMMITTEES:

- a) Planning Committee
- b) Playing Field and Environment Committee
- c) Personnel Committee
- d) Finance Committee
- e) Disciplinary/Grievance Panel
- f) Planting Committee
- g) Emergency Plan Committee

5. ELECTION OF REPRESENTATIVES:

- a) Village Hall Representative
- b) ERNLLCA and Town and Parish Council Liaison representatives:
- c) NATS Representative
- d) Town and Parish Council Liaison Committee

6. REVIEW OF SALARIES, WAGES AND ALLOWANCES:

- a) Chairman's Allowance – currently £560 / annum
- b) Clerks salary – To confirm that Scawby PC follows the National agreement for the clerks salary and will be implemented when details provided from NALC.
Clerks allowances – currently set at £100 per quarter.

7. REVIEW HIRE CHARGES FOR PLAYING FIELD AND SPORTS PAVILION

- a) Matches – currently juniors - £25/match and adults £30/match
On a self manage basis.
- b) Training – currently £10
- c) Use of pavilion – currently £25

**8. TO CONFIRM AND ADOPT THE FOLLOWING POLICIES:
(Hard copies or Email copies available on request)**

- a) Risk Assessment
- b) Standing Orders and Financial Regulations - Website
- c) N.L.C – Code of Conduct - Website
- d) Asset Register.
- e) Insurance Policy – to consider insurance policy with BHIB Insurance Brokers – renewal 1st June 2023 and agree cover for further 12 months.

9. To advise councillors to review their register of interests and advise the clerk if any amendments/alterations are required to their interests registered.