

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 7th May 2025 at 7.00 pm

Dated 28nd April 2025

Karen Pickering – clerk

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

Copy to: Ward Councillors

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) Disciplinary/Grievance Panel
 - e) Planting Committee
 - f) 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 2025 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.