

# KINVER PARISH COUNCIL

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25<sup>th</sup> April 2024

## TO ALL MEMBERS OF KINVER PARISH COUNCIL, THE PRESS AND THE PUBLIC

Dear Sir or Madam,

All Parish Councillors are summoned to attend the next meeting of the Parish Council will be held on **Wednesday 1<sup>st</sup> May 2024 at 7.00 p.m. at 95 High Street, Kinver.**

Yours faithfully,

*J S Cree*

**Clerk to Kinver Parish Council**

## AGENDA

- 1
- 80/24. Election of Chairman of the Parish Council for the Council Year 2024/5.  
(the new Chairman to be invested with the Chain of Office and to make his/her declaration of Acceptance of Office).
  - 81/24. Appointment of Vice-Chairman of the Parish Council for the Council Year 2024/5.  
(the new Vice-Chairman to make his/her declaration of Acceptance of Office).
  - 82/24. Apologies for Absence.
  - 83/24. Declarations of Councillors' Interest.
  - 84/24. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 3<sup>rd</sup> April 2024 (copy attached).
  - 85/24. To receive a report from the PCSO's relating to Kinver
  - 86/24. Public Participation
  - 87/24. Review of delegation arrangements to committees, sub-committees, employees and other local authorities. –No delegation is allowed without permission for each case from the Parish Council.
  - 88/24. Review of the terms of references for committees.

- 89/24. Constitution of Committees of the Council - Receipt of nominations to existing committees (List of nominations attached) including agreeing to the renewal of the co-opted members on the Leisure and Amenities and the Burial Ground Committee.
- 90/24. Constitution of Working Parties of the Council (including new working parties) and authorisation of signatories for Cheques (List of nominations attached).
- 91/24. Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them.
- 92/24. Review of inventory of land and assets including buildings and office equipment.
- 93/24. Review and confirmation of arrangements for insurance cover in respect of all insured risks.
- 94/24. Appointments to Outside Bodies. - Review of the Council's and/or employees' memberships of other bodies.
- 95/24. Review standing orders and financial regulations.
- 96/24. Reviewing the Council's complaints procedure.
- 97/24. Reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 and GDPR.
- 98/24. Reviewing the Safe guarding policy for Children and Adults
- 99/24. Reviewing the Council's policy for dealing with the press/media
- 100/24. Members to complete their Disclosable Pecuniary Interests following the elections
- 101/24. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead (Schedule attached).
- 102/24. To confirm Internal Audit arrangements for 2024/5
- 103/24. To discuss the reletting / use of the former Police Post.
- 104/24. To receive an update on the Climate Change group
- 105/24. To receive an update on the empty shops
- 106/24. To receive an update on the Big Day Event planned for the 25<sup>th</sup> May.
- 107/24. To discuss allocation / use of the Biodiversity section 106 money
- 108/24. To discuss adopting an email policy for the Parish Council

- 109/23. To receive the minutes and any recommendations from the following Committee meetings:-
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| Planning and Development Committee<br>(including update on NPlan if applicable) | 10 <sup>th</sup> April 2024 |
| L & A Committee   | 17 <sup>th</sup> April 2024 |
| Finance Committee   | 24 <sup>th</sup> April 2024 |
- 110/24. County / District Councillor to address the Council on any matters relevant to the Parish
- 111/24. Report of the Chairman
- 112/24. To receive and note the report from the Clerk including Burial Ground Superintendents report.
- 113/24. Reports from Members sitting on Outside Bodies for the Parish Council.
- 114/24. To receive the accounts for payment since the last meeting.
- 115/24. Items for future Meetings Council.
- 116/24. Dates of Next Meetings –
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|--|---------------------------|
| Planning and Development Committee     | 8 <sup>th</sup> May 2024  |
| Leisure and amenities Committee        | 15 <sup>th</sup> May 2024 |
| Finance and General Purposes Committee | 29 <sup>th</sup> May 2024 |
| Parish Council meeting                 | 5 <sup>th</sup> June 2024 |