



Hordle Parish Council

Serving the Communities of Tiptoe, Hordle and Everton

Agenda – Annual Meeting of the Council

Members are hereby summoned to attend the Annual Meeting of the Council on 17th May 2022 at 6.45 pm to be held at Hordle Pavilion, Vaggs Lane, Hordle, SO41 0FP.

1. To elect the Chair of the Council and receive a declaration of office from the Chair.
2. Apologies for absence.
3. Declarations of interest.
4. To elect the Vice-Chair of the Council and receive a declaration of office from the Vice-Chair.
5. Review of delegation arrangements to committees, sub committees, staff and other local Authorities – to approve the Scheme of Delegation Policy & Terms of Reference for Working Parties.
6. Review of representation on or work with external bodies and arrangements for reporting back.
7. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.
8. Review of council/staff subscription to other bodies.
9. To review and adopt the Standing Orders and Financial Regulations.
10. To review and adopt the Risk Assessment and Management policy.
11. Review of the terms of reference for committees – *to note this was reviewed and agreed at the meeting of 21st December 2021 (Minute ref: 8.1 and 8.2.)*
12. Review of inventory of land and other assets including buildings and office equipment - *to note this had been reviewed and approved at the meeting on 19th October 2021 (Minute ref: 11.d.)*
13. Confirmation of arrangements for insurance cover in respect of all insurable risks - *to note this had been reviewed and approved at the meeting on 19th October 2021 (Minute ref: 10.)*
14. Review of the Council's complaints procedure; its policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation – *to note these policies had been reviewed and approved at the Council meeting on 20th July 2021 (Minute ref 8, 9, 10 & 11). To note the policy for dealing with the press/media was reviewed and approved at the meeting of 9th October 2021 (Minute ref: 11e.)*
15. Review of the Council's employment policies and procedures.
16. Review of the Council's the General Power of Competence.
17. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council - *to note this was reviewed and agreed at the meeting of 21st December 2021 (Minute ref: 8.1 and 8.2.)*

Sarah Pitt Clerk and RFO

Date 11th May 2022

Hordle Parish Council, Vaggs Lane, Hordle, SO41 0FP Tel 01425 611119 clerk@hordleparishcouncil.gov.uk