



# Annual Meeting of Kents Hill & Monkston Parish Council

## Monday 30<sup>th</sup> May 2022, 7.30pm

Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 0BA.

### 1) Chairman's Report

#### AGENDA

FC 01/22	<b>Decision Required: Election of Chairman</b> To receive nominations and elect a Chair of the Council for 2022-23
FC 02/22	<b>Decision Required: Election of Vice-Chairman</b> To receive nominations and elect a Vice Chair of the Council for 2022-23
FC 03/22	<b>Apologies:</b> To accept apologies and approve reasons for absence of members unable to attend the meeting.
FC 04/22	<b>Declarations of Interests:</b> Members to declare any disclosable pecuniary interests or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.
FC 05/22	<b>Decision required: HR Committee Terms of Reference</b> To agree the Terms of Reference for the Committee
FC 06/22	<b>Decision required: HR Committee Membership</b> To appoint up to five (5) members to the HR Committee (Committee quorum is three (3))
FC 07/22	<b>Adjournment of Council meeting for a special meeting of the HR Committee</b>
FC 08/22	<b>Decision Required: Special Meeting of the HR Committee</b> a) Election of Chair for 2022-23 b) Election of Vice Chair for 2022-23
FC 09/22	<b>Reconvene Annual Meeting of Council</b>
FC 10/22	<b>Decision Required: Official Documents</b> To agree to adopt the following documents: a) Standing Orders b) Financial Regulations c) Internal Auditors report d) Members' Code of Conduct e) Financial Risk Assessment f) Health & Safety at Work Policy g) Dignity at Work Policy h) IT Acceptable Use Policy
FC 11/22	<b>Decision Required: Affiliation to outside bodies.</b> To agree to continue to subscribe to the following bodies  a) National Association of Local Councils (NALC) and Bucks & Milton Keynes Association of Local Councils (BMKALC) b) Milton Keynes Association of Local Councils c) Society of Local Council Clerks (SLCC)
FC 12/22	<b>Decision required: Membership to Outside Bodies.</b> To agree members to represent the Council to the following outside bodies:  a) MK Parish Forum (2 members) b) MK Association of Local Councils (MKALC) (2 members)
FC 13/22	<b>Decision Required: 2022-23 Calendar of Meetings.</b> To agree the Calendar of meetings for 2022-23 – see separate document <a href="#">Calendar of Meetings for 2022-23</a>