



PARISH OF FEOCK

Notice of the Annual Meeting of the Parish Council

I hereby give notice that the Annual Meeting of Feock Parish Council will be held on **Monday 16th May 2022 at Carnon Downs Village Hall - Main Hall at 7.15pm**
(to run on straight after the Annual Meeting of Electors has finished)

Dated 28th April 2022

Members of the public may attend this meeting under the Public Bodies (Admission to Meetings) Act 1960 as amended by S100 of the Local Government Act 1972. With the Chairman's permission, Local Government Electors for the Parish may make representations to the Council on any item on the Agenda. In certain circumstances, the Council may require formal notice of a question or complaint. Information is available from the Parish Office on any item on the agenda unless it is declared as exempt under the Freedom of Information Act.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

AGENDA

1. Election of Chairman and signing of Acceptance of Office form
2. Introduction by the Chairman
3. Election of Vice Chairman
4. Apologies for absence
5. To consider the minutes of the Meeting of the Council held on 11th April 2022 as a correct record of the material decisions made for signature by the Chairman (attached)
6. Declarations of interest
7. Public Participation & Questions from the public submitted beforehand
8. Appointments to Council Sub Committees and Outside Bodies
Appointment of Chair and Vice Chairs for the following committees
Current Committees:
 - Planning
 - Access & Amenities

- Finance & General Purposes
9. Note matters raised at the Annual Meeting of Electors
 10. Review of delegation arrangements to committees and sub-committees and staff
 11. Review of the terms of reference for committees
 12. Appointment of any new committees or working parties
 13. Review and adoption of appropriate standing orders and financial regulations
 - Financial Internal Controls policy
 - Financial Risk Assessment
 14. Review of arrangements, including any charters and agency agreements
 15. Review of inventory of land and assets including buildings and office equipment
 16. Confirmation of arrangements for insurance cover in respect of all insured and agree insurance policy provider for 2022/23
 17. Review of the council's and/or staff subscriptions to other bodies
 18. Review of the council's complaints procedure
 19. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
 20. Review of the council's policy for dealing with the press/media
 21. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council
 22. Council to readopt the General Power of competence
 23. Council to adopt the new Councillors Code of Conduct
 24. Council to approve procedure for Co-option to Vacancies
 25. **Clerks update on matters arising from previous minutes**
Clerk to report
 26. **Matters for report**
Members reports from attendance on outside bodies and other meetings
 27. **Current reports**
 - Cornwall Council
 - Devon and Cornwall Police
 28. **Financial Summary and Accounts for Payment**
Clerk to report
 - To consider and authorise payments for April 2022
 29. **Approval of Annual Governance Statement 2021/22**
Clerk to report

30. **Approval of Accounting Statement 2021/22**
Clerk to report
31. **Local Ward Reports**
 - Feock Ward
 - Devoran Ward
 - Carnon Downs Ward
32. **Planning Committee Report**
Cllr Dr Blake to report
33. **Access & Amenities Committee Report**
Cllr K Gason to report
34. **HAIRE & Wellbeing Project Updates**
Cllr Hambly-Staite to report
35. **FACT Climate Emergency Group**
Cllr S Cooper to report
36. **Highways Issues**
Councillors to raise any highways issues
37. **PLANNING APPLICATIONS PA22/03217 & PA22/02942 – Retrospective application for advertisement consent and car park management system featuring an ANPR camera, associated signage and a pay and display machine**
Council to consider these planning applications and agree Council’s consultee comment.
38. **Age Friendly Communities**
Cllr Hambly-Staite to report

In accordance with S100(A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business as it is likely to involve the disclosure of exempt information as specified in the paragraphs of the Act.

39. **Jubilee Field**
Council to discuss offer of land for a Jubilee Field and public open space

**Date of next meeting of the Parish Council:
Monday 13th June 2022, 7pm, venue to be confirmed.**