16th May 2017

Notice is hereby given that the ANNUAL MEETING of Middleton Cheney Parish Council will be held on Monday 22nd May 2017 at 7.30 pm, in the Parish Meeting Rooms to consider the following business. The Press and Public are cordially invited.

Members of the public and Councillors are advised that under the Openness of Local Government Bodies Regulations 2014, members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the meeting not being disrupted.

 Val Furniss

 Clerk

**AGENDA**

17/165 Election of Chairman for the Year 2017/2018 - Chairman to sign Declaration of Office

17/166 Apologies for absence

17/167 Election of Vice Chairman - Vice Chairman to sign Declaration of Office

17/168 Members’ Declaration of Interest – Cllrs. to sign Declaration of Interests Forms

17/169 Minutes of Annual Meeting of the Parish Council of 23rd May 2016.

17/170 Matters arising from item 17/169 not on the Agenda.

17/171 Financial arrangements

a) Appoint/Confirm Bank and banking arrangements – appoint cheque signatories

 b) Appoint/Confirm Responsible Financial Officer (RFO)

c) Appoint/Confirm Internal Controls Councillor (ICC)

d) Standing orders – Notification of any changes deemed necessary

17/172 Decide and confirm Working Parties required and elect members for 2017/18

* Cemetery Working Party
* Planning Working Party
* Finance Working Party
* Human Resources (HR) Working Party
* Highways Working Party

17/173 Councillors’ Portfolios - Election of Council Representatives\*

1. Age Concern\*
2. Allotments
3. Alms Houses\*
4. Archiving
5. Care Homes\*
6. Cemetery
7. Cheney Chatter\*
8. Children’s Clubs
9. Children’s Homes\*
10. Church/Covenant Meetings/WW1 Memorial\*
11. Community Hub – PFA\*
12. Emergency Plan\*
13. Environmental – fly tipping, trees/vegetation, rights of way\*
14. Finance
15. Heritage & Commemorative Dates
16. Highways
17. Human Resources (HR)
18. IT/Website\*
19. Land Registry\*
20. Library Supporters Group\*
21. Month Of Madness (MOM)
22. Neighbourhood Plan
23. Open Space - Play areas
24. Paths and Rights of way\*
25. Playing Field Association/Social Club (PFA)\*
26. Planning
27. Police
28. Pre-School/Toddlers Groups
29. Primary School Academy
30. Secondary School Academy
31. Transport
32. Village amenities – Pocket Parks, Village Green, Bins, Benches\*
33. Village Hall\*
34. Women’s Institute (WI)\*

17/174 Councillors’ ‘Wards’ – confirm areas.

Signed ……………………..

Clerk

Date 16th May 2017