8th May 2018

Notice is hereby given that the ANNUAL MEETING of Middleton Cheney Parish Council will be held on Monday 14th May 2018 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/RFO

**AGENDA**

18/135 Election of Chairman for the Year 2018/2019 - Chairman to sign Declaration of Office

18/136 Apologies for absence

18/137 Election of Vice Chairman - Vice Chairman to sign Declaration of Office

18/138 Minutes of Annual Meeting of the Parish Council of 22rd May 2017.

18/139 Matters arising from the above item not on the Agenda.

18/140 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

18/141 Decide and confirm Working Parties required and elect members for 2018/19

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

18/142 Councillors’ Portfolios - Election of Council Representatives\*

1. Age Concern & W.I.\*
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. Emergency Plan\*
12. Environmental – fly tipping, trees/vegetation, rights of way\*
13. Finance
14. Heritage & Commemorative Dates
15. Highways
16. Human Resources (HR)
17. IT/Website\*
18. Land Registry\*
19. Library Supporters Group\*
20. Month Of Madness (MOM)
21. Neighbourhood Plan
22. Open Space - Play areas
23. Paths and Rights of way\*
24. Playing Field Association/Social Club (PFA)\*
25. Planning
26. Police
27. Pre-School/Toddlers Groups
28. Primary School Academy
29. Secondary School Academy
30. Transport
31. Village amenities – Pocket Parks, Village Green, Bins, Benches\*
32. Village Hall\*

18/143 Councillors’ ‘Wards’ – confirm areas.

Signed: **V. Furniss**

Clerk/RFO

Date: 8th May 2018