

# DAUNTSEY PARISH COUNCIL

[www.dauntseyparishcouncil.gov.uk](http://www.dauntseyparishcouncil.gov.uk)

17<sup>th</sup> May 2021

Dear Councillor,

You are summoned to a **Virtual Annual Meeting of the Dauntsey Parish Council**, which will be held on **Friday 21<sup>st</sup> May 2021** commencing at **7.00pm**. The Press and Public are welcome to attend the Meetings.

To join the Meeting please use these details:

**Topic: Dauntsey Parish Council Zoom Meeting**

**Time: May 21, 2021 07:00 PM**

Join Zoom Meeting using this link

<https://us02web.zoom.us/j/83113294212?pwd=RnNjeGI3TkNac1Q4NUxGVTJoSUVVQT09>

**Meeting ID: 831 1329 4212**

**Passcode: 544482**

Yours faithfully,



Vivian A Vines MBE  
Parish Clerk

**DECLARATION OF ACCEPTANCE OF OFFICE – Prior to the commencement of the Meeting all Council Members are required to sign their Declaration of Acceptance of Office.**

## ANNUAL COUNCIL MEETING AGENDA

**(Agenda Items for decision are marked as such)**

**NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.**

- 1. ELECTION OF CHAIRMAN:** To elect a Parish Council Chairman for the next Council Year and for the elected Chairman to sign His/Her Declaration of Acceptance of Office. **(For Decision)**
- 2. ELECTION OF VICE CHAIRMAN:** To elect a Parish Council Vice Chairman for the next Council Year and for the elected Chairman to sign His/Her Declaration of Acceptance of Office. **(For Decision)**
- 3. APOLOGIES FOR ABSENCE:** To note and agree Apologies received from Council Members. **(For Decision)**
- 4. CONFIRMATION OF CHEQUE SIGNATORIES:** To confirm cheque signatories as being all Members of the Council, with any two to sign. There will be a requirement for all Council Members to be signatories and the appropriate Lloyds Bank mandate/s signed. **(For Decision)**
- 5. CALENDAR OF MEETINGS FOR 2021/2022:** To consider and agree a Calendar of Meeting Dates for Full Council Meetings for the next Council Year and Meeting Dates for Planning Council

Meetings that are subject to cancellation should there be no business to be transacted. **(see attached) (For Decision)**

6. **ELECTION OF PARISH COUNCIL SUB-COMMITTEES & WORKING GROUPS:** To consider and agree Membership of Council Sub-Committees and Working Groups for the next Council Year. **(For Decision)**
  - a) Recreation Field Working Group
7. **COUNCIL POLICIES:** To agree to consider any changes required to Adopted Policies. To include Standing Orders and Financial Regulations, Code of Conduct, Asset Register, Freedom of Information Act Publication Scheme and the Risk Assessment and Management Register. **(For Decision)**
8. **INTERNAL AUDITOR:** To consider and agree the appointment of an Internal Auditor. **(For Decision)**
9. **DATA PROTECTION REGISTRATION:** The Council is registered with the Information Commissioner, Registration Reference ZA347170. The Council is registered as a Data Controller under GDPR. Council Members are Data Processors as they hold personal information that should not be released into the public domain. **(to note)**