

Waverley Community Council Annual Meeting

This meeting is open to the public unless the Council resolves to exclude the public for any exempt or confidential item of business. Under the Openness of Local Government Bodies Regulations 2014, members of the public, the press or the Council may record/film/photograph or broadcast the meeting whilst it is open to the public

The Annual Meeting of Waverley Community Council will be held at The Bessemer Room, AMP Technology Centre on Friday 10th May at 6pm for the purpose of transacting the following business.

AGENDA

Item	Item
1.	Election of Chair of the Community Council: (a) To elect a Chair for the 2019/20 municipal year (b) Chair to sign the Declaration of Acceptance of Office
2.	Election of Vice-Chair of the Community Council: (a) To decide whether the Council shall have a Vice-Chair (b) To elect a Vice-Chair of the Community Council for the 2019/20 municipal year (c) All members to sign the Declaration of Acceptance of Office
3.	Approval of Minutes (a) To approve the minutes of the meeting held on Monday 8 th April 2019
4.	Apologies and Reasons for Absence: (a) To receive apologies for absence (b) To approve any reasons for absence presented to the Council
5.	Confidential Items (a) To identify any agenda items from which the press and public should be excluded due to the confidential nature of the business to be discussed.
6.	Declaration of Disclosable Pecuniary and Other Interests: (a) To ensure that all Councillors are aware that they must complete a Register of Interests form within 28 days of their election which they must return to the Monitoring Officer of RMBC. (b) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any personal interests (c) To receive and decide upon requests for dispensations made by Councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.
	Public Comments and Questions A period of 15 minutes will be set aside for comments or questions from members of the public
7.	Appointment of Proper Officer and Responsible Financial Officer to the Council: (a) To approve hours and salary scale for the Interim Clerk to the Council (a) To review and approve a draft job description, person specification and advertising material related to the recruitment. (b) To consider and approve the appropriate salary scale and hours for the new post. (c) To approve a timescale for the recruitment to be undertaken
8.	Adoption of Council Policies: (a) To appoint a committee to draft various mandatory and discretionary policies for recommendation to the Council and to set the remit of the committee

9.	<p>Committees of the Council:</p> <p>(a) To consider the creation of committees</p> <p>(b) To delegate to the Council's Policy Creation Committee the development of terms of reference for any committees that it decides upon</p>
10.	<p>Representatives on Outside Bodies:</p> <p>(a) To appoint a representative to Yorkshire Local Councils Associations</p> <p>(b) To consider representation on other Outside Bodies if appropriate</p>
11.	<p>Annual Parish Meeting:</p> <p>(a) To agree arrangements for the 2019 Annual Parish Meeting which will be held on Wednesday 29th May 2019 at 7pm at The Bessemer Room, AMP Technology Centre</p>
12.	<p>Set Meeting Dates and Venues to 31 March 2020:</p> <p>(a) To agree a schedule of meeting dates and venues for the Council in the 2019/20 municipal year</p>
13.	<p>Finance Matters:</p> <p>(a) To receive an update on establishment of Lloyds bank account</p> <p>(b) To approve signatories to the Lloyds bank account</p> <p>(c) To consider establishment of a business reserve account</p> <p>(d) To consider a first draft budget for 2019/20</p> <p>(e) To appoint two Councillors to act as Internal Auditors for the Council</p> <p>(f) To consider a quotation for annual Internal Audit services</p> <p>(g) To approve payment of invoices presented</p>
14.	<p>Planning:</p> <p>(a) There are no planning applications to consider at this meeting</p>
15.	<p>Community Council Communications:</p> <p>(a) To consider proposals to establish a Community Council website</p> <p>(b) To consider a proposal to establish a Parish e-mail network</p> <p>(c) To arrange a meeting with publishers of The Wave magazine</p>
16.	<p>Councillor Training:</p> <p>(a) To arrange training with Yorkshire Local Councils Associations to include New Councillor, Chair, and Code of Conduct training</p> <p>(b) To consider options for Planning training with RMBC</p> <p>(c) To approve expenditure for necessary training</p>
17.	<p>Arrange External Meetings:</p> <p>(a) To arrange introductory meetings with key local stakeholder organisations</p> <p>(i) Harworth Estates</p> <p>(ii) Waverley Residents Association</p> <p>(iii) Well Rotherham</p> <p>(iv) RMBC, Cllr. Sarah Allen, Cabinet Member for Parish Liaison</p>
18.	<p>Community Policing:</p> <p>(a) To arrange a meeting with representatives from South Yorkshire Police to introduce the Community Council and discuss community policing issues.</p>
19.	<p>Agenda Items for the Next Meeting:</p> <p>(a) To agree items for inclusion on the agenda of the next meeting</p>