**GREAT AND LITTLE PLUMSTEAD**

**PARISH COUNCIL**

**To Members of the Council**

You are hereby summoned to attend the next Meeting of Great and Little Plumstead Parish Council which will be held at the Octagon Barn, Octagon Business Park, Little Plumstead on Monday 24th May 2021 at 7.00pm

1. Public Participation

**ANNUAL PARISH COUNCIL MEETING**

**A G E N D A**

Election of Chairman together with signing of declaration of acceptance

1. Election of Vice-Chairman
2. To accept apologies for absence
3. To consider any declarations of acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant
4. To receive Declarations of Interest
5. To agree the minutes of the Annual Parish Council Meeting held on 20th July 2020
6. To agree the minutes of the Annual Parish Meeting held on 4th May 2021
7. To appoint committees and representatives:
   1. Finance Committee
   2. Data Protection Committee
   3. Allotment Representative
   4. Tree Warden
   5. Play Equipment Inspectors
   6. Website
   7. Village Hall
   8. Youth Engagement
   9. CIL Committee
   10. Plumstead Community and Sports Pavilion Advisory Committee
   11. Walled Garden Advisory Group
   12. Responsible Finance Officer
8. To adopt/review policies
   1. Financial Regulations
   2. Equal Opportunities Policy
   3. Disciplinary and Grievance Procedure
   4. Expenses Policy
   5. Sickness Absence Policy
   6. General Data Protection Regulations Policy
   7. Pensions Policy
   8. Lone Working Policy
   9. Internal Risk Assessment
   10. Standing Orders
   11. Planning Application Policy
9. To receive Correspondence
10. To consider Planning Applications
11. To discuss Parish Projects
12. To agree payments in accordance with the budget
13. To discuss the proposals for the Thorpe End roundabout (Plumstead Road)
14. To confirm the date and time of the next meeting of Great and Little Plumstead Parish Council as Monday 14th June 2020 at 7pm – Venue to be confirmed
15. To receive Items for the Next Agenda

**Mrs T Scott, Clerk to the Parish Council, 17th May 2021**