



## **Brixworth Parish Council**

Councillors are hereby summoned to attend the Annual Parish Council meeting to be held on **Wednesday** 19<sup>th</sup> May 2021 at 730pm

This meeting will be held in the Community Centre Hall (first floor), Spratton Road, Brixworth  
**\*\*Please maintain social distancing at all times\*\***

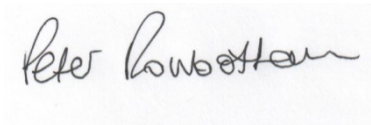
*The press and public are able to attend and participate*

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### **AGENDA**

1. **Welcome**
2. **Election of Parish Council Chairman**
  - 2.1 To elect a Chairman for the Parish Council for 2021/ 2022
  - 2.2 To receive the Chairman's Declaration of Acceptance
3. **Apologies for Absence**
  - 3.1 To consider any received apologies
4. **Declarations of Interest**
  - 4.1 Members' declarations of interests on agenda items only
5. **Agree and sign the minutes of the previous meeting**
  - 5.1 Council Meeting of Thursday 29<sup>th</sup> April 2020 A
6. **Election of Parish Council Vice Chairman**
7. **Agree to the continuation, terms of reference and membership of the Planning Committee** B
8. **Election of a Chairman and Vice Chairman of the Planning Committee**
9. **Agree to the continuation, terms of reference and membership of the Media and Communications Committee.** C
10. **Election of a Chairman and Vice Chairman of the Media & Communications Committee**
11. **Agree to the continuation, terms of reference and membership of the Working Groups**
  - 11.1 Finance D
  - 11.2 Personnel E
  - 11.3 Sports Liaison F

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|---|----------|
| 11.4 St David's Play Park & MUGA  | G        |
| 11.5 Community Centre Indoor Sports   | H        |
| 11.6 Legal (Assets)   | I        |
| 11.7 Strategic Planning   | J        |
| <b>12. Agree the Calendar of meetings for the municipal year 2021/2022</b>  | <b>K</b> |
| <b>13. Election of Parish Council Representatives</b>   |          |
| 13.1 Village Hall Representative  |          |
| 13.2 Thomas Roe Charity   |          |
| 13.3 NCALC  |          |
| 13.4 Highways, Footpaths including Rights of Way & Trees  |          |
| 13.5 Police Liaison   |          |
| 13.6 Armed Forces   |          |
| 13.7 Verification Officer for Finance   |          |
| <b>14. Confirm the banking arrangements and signatories for the Parish Council Mandate</b>                                | <b>L</b> |
| <b>15. Review and agree the list of the Council's annual subscriptions</b>  |          |
| 15.1 Northamptonshire County Association of Local Councils  |          |
| 15.2 Society of Local Clerks  |          |
| 15.3 Campaign for the Protection of Rural England   |          |
| 15.4 Northants ACRE (Action with Communities in Rural England)  |          |
| 15.5 The Living Wage Foundation   |          |
| <b>16. General Power of Competence</b>  |          |
| 16.1 Note that the Parish Council does not meet the criteria for the General Power of Competence. (next review – 4 years) |          |
| <b>17. To defer the review of the following documents until a later date</b>  |          |
| 17.1 Members Code of Conduct  |          |
| 17.2 Standing Orders  |          |
| 17.3 Financial Regulations  |          |
| 17.4 Asset & Land Register  |          |
| 17.5 Risk Register  |          |
| 17.6 Councils Complaints Procedure  |          |
| 17.7 Freedom of Information Publication Scheme  |          |
| 17.8 Data Protection Policy   |          |
| 17.9 Data Breach Policy   |          |
| 17.10 Records Retention Policy  |          |
| 17.11 Privacy Policy  |          |
| <b>18. Any other urgent business</b>  |          |
| Business must be urgent and must be notified to the Chairman before the meeting   |          |
| <b>19. To note Future Meetings:</b>   |          |
| 19.1 Annual Meeting of the Parish –26 <sup>th</sup> May 2021 (Wednesday)  |          |
| 19.2 Full Council – 26 <sup>th</sup> May 2021 (Wednesday)   |          |
| 19.3 Planning -7 <sup>th</sup> June 2021  |          |
| 19.4 Media & Communications – 9 <sup>th</sup> June 2021   |          |
| 19.5 Full Council – 24 <sup>th</sup> June 2021  |          |



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**Mr Peter Rowbotham**  
**Clerk to the Council**  
**13<sup>th</sup> May 2020**

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Web : [www.brixworthparishcouncil.gov.uk](http://www.brixworthparishcouncil.gov.uk)



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#### **Members of the Parish Council**

Councillor Ian Barratt, Councillor Jackie Bird, Councillor Neal Brown Councillor Elaine Coe, Councillor James Collyer,  
Councillor Lynne Compton, Councillor Tom Mitchell, Councillor Sandra Moxon, Councillor Kevin Parker