

# Parish Council of Coleford

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BA3 5YB

7<sup>th</sup> May 2020

## Coleford Annual Parish Council Meeting

Due to the Coronavirus outbreak Coleford Parish Council will be hosting its Annual Parish Council Meeting as a virtual meeting using Zoom on **Wednesday 13<sup>th</sup> May 2020 at 7.00pm**. An invitation to join the meeting will be sent to each Councillor and any other interested parties in advance of the meeting. If you would like to join the virtual meeting please contact the Clerk to register.

Signed

Miss Vickie Watts  
Clerk to the Council

## AGENDA

- 1 Election of Officer:
  - Chairman
  - Vice-Chairman
  
- 2 Declaration of Acceptance of Office
  
- 3 Apologies
  
- 4 Formation of Working Parties and Lead Councillor:
  - 4.1 Playing Fields, Play areas & Pump Track
  - 4.2 Environment & Cemetery
  - 4.3 Finance, Pay Review & Small Grants
  
- 5 Lead / Link Councillors:
  - 5.1 Footpaths / Rights of Way
  - 5.2 Highways
  - 5.3 Open Spaces & Trees
  - 5.4 Parish Plan
  - 5.5 Young People

- 6 Representatives:
  - 6.1 @ The Hub
  - 6.2 Bishop Henderson School & Children's Centre
  - 6.3 Football Club(s) Representative
  - 6.4 PACT & PCSO Scheme
  - 6.5 Somerset Association of Local Councils
  - 6.6 Quarry Liaison Group
  - 6.7 Coleford Revival Group
  - 6.8 Mendip Country Practice Patients Group
  - 6.9 PCC
- 7 Review Financial Risk Assessment Statement
- 8 Review Asset List for 2020
- 9 Resolve that the Parish Council continues to meet the criteria for eligibility for General Power of Competence
- 10 Authorisation of Signatories for Bank Accounts
- 11 Confirmation of direct debits / standing orders
- 12 Confirmation of Insurance cover for Parish Council
- 13 Confirmation of Coleford Parish Council meetings for the coming year
- 14 Confirm Councils subscriptions for the year
- 15 Review and Adoption of the following Policies:
  - 15.1 Financial Regulations
  - 15.2 Code of Conduct
  - 15.3 Standing Orders
  - 15.4 Communications and social media policy
  - 15.5 Complaints procedure
  - 15.6 Freedom of information publication scheme
  - 15.7 Virtual meeting protocol
  - 15.8 Safeguarding Policy

**This will be followed by our monthly meeting**