

# LITTLEPORT PARISH COUNCIL

Council Offices: The Barn, Main Street, Littleport, Ely, Cambridgeshire CB6 1PH  
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## Members of the Council are summoned to the **Annual Meeting of the Council** of Littleport Parish Council

To be held on Monday 16<sup>th</sup> May 2022 at Littleport Village Hall following the Annual Village Meeting

Ten minutes at the beginning of the meeting are allocated to the public to express a view on matters relating to the agenda. The public are welcome to stay and observe the entire meeting.

*Vikki Austin*

Vikki Austin, Deputy Clerk

Published Tuesday 10<sup>th</sup> May 2022

### **A G E N D A**

- 22/23.23 Election of Chairman
- To elect the Chairman of 2022/2023. The elected Chairman will then execute the Declaration of Acceptance of Office
- 22/23.24 Election of Vice-Chairman
- To elect the Vice-Chairman of 2022/2023. The elected Vice-Chairman will then execute the Declaration of Acceptance of Office
- 22/23.25 Execution of Acceptance of Office forms for all Councillors.
- 22/23.26 To receive Apologies for Absence
- 22/23.27 To receive any declarations of interest from Councillors relating to items to be considered at the meeting in accordance with the provisions of the Council's Code of Conduct and from any officers.
- 22/23.28 Confirmation of Minutes of meeting which took place on 21<sup>st</sup> March, 4<sup>th</sup> April, 25<sup>th</sup> April & 27<sup>th</sup> April 2022. Were duly signed as a true record
- 22/23.29 To appoint members of the HR Sub-Committee, Planning Sub-Committee, Resources Sub-Committee and Amenities Sub-Committee and for the respective committees to appoint their respective Chairman/Vice Chairman.
- 22/23.30 To review and adoption of Statutory Documents, Appointments and Policies
- To review, approve and adopt updated standing orders
  - To review, approve and adopt updated Financial Regulations
  - To consider the adopting the Local Government Association Model Code of Conduct
  - To review and approve relevant councillors as bank signatories for the council's bank accounts
- 22/23.31 Chairman's Update

- 22/23.32 Youth & Community Building Update
- 22/23.33 Community Youth Worker / Community Link Worker – Update Reports.
- 22/23.34 Neighbourhood Plan
- 22/23.35 Dementia Friendly Village
- 22/23.36 Finance
  - 36.1 To receive an update on the financial situation of the council from the Locum Clerk.
  - 36.2 Confirm payments from 21<sup>st</sup> March – 18<sup>th</sup> May 2022.
  - 36.3 To review and approve Section 1 ‘Annual Governance Statement 2021/22’ of the Annual Governance and Accountability Return.
  - 36.4 To review and approve Section 2 ‘Accounting Statements 2021/22’ of the Annual Governance and Accountability Return.
- 22/23.37 The Clerk to report on the Follow Up (for information only).
- 22/23.38 To receive verbal (or written) reports from District Councillors.
- 22/23.39 To receive verbal (or written) reports from County Councillor.