



## Full Council

### Notice of Annual General Meeting

I hereby give you notice that the next meeting of the Full Council will be held electronically on Thursday 5<sup>th</sup> May 2021 at 7.00pm. Please contact the clerk if you would like to join.

The business to be transacted is as per AGENDA

1. Receive any apologies for absence.
2. To Elect a Chairman for the year 2021/2022 and receive acceptance of Office.
3. To Elect a Vice Chairman for the year 2021/2022 and receive acceptance of Office.
4. To Accept Disclosure of Pecuniary Interests, gifts & Hospitality and Acceptance of Office from all Councillors for year beginning April 2021.
5. To Elect of Category A Committees and Category B portfolios and Category C Representatives to outside bodies

(Category C to be filled after filling of all Category A and B roles).

i. Category A: Parish Council Committees

- a) Finance & General Purposes Committee (min 4)
- b) Planning Committee (min 4)
- c) Environment Committee (min 4)
- d) Rights of Way Committee (min 4)

ii. Category B: Parish Council Portfolios

- a) Open spaces – (Includes Couch Green and Easton playing Fields)
- b) Transport - includes Buses & Shelters /Cycling
- c) Website
- d) Highways
- e) Law and Order

iii. Category C: Parish Council representative on outside bodies

- a) Winchester District Association of Parish Councils (Chairman/Vice Chairman)



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Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

- b) McPherson Easton School Trust (Should be Open Spaces Portfolio Holder)
- c) Easton Village Hall
- d) Itchen Abbas & Avington Village Hall
- e) Martyr Worthy Village Hall

Note: All Councillors are Trustees of the King George v Memorial Playing Field Trust

6. Public Participation & Declarations of Interest on issues on the Agenda.
7. To Approve the [Minutes of the Meeting held on 1<sup>st</sup> April 2021](#) and consider any matters arising.
8. Note City and County Councillor Reports and accept any questions.
9. Adopt [Standing Orders](#)
10. Adopt [Financial Regulations](#)
11. Adopt [Grievance Policy](#)
12. Adopt [Disciplinary Policy](#)
13. Adopt [FOI Policy](#) and [Publication Scheme](#)
14. Present and agree [Calendar of Meetings 2022](#)
15. Financial Matters – Lead Councillor Cllr Yvette Riley
  - i. Note the [Draft Minutes of the Finance & General Purposes Meeting of the 22<sup>nd</sup> April 2021](#).
  - ii. To approve the [Bills to Pay](#) and Note any [Income Received](#) & [Other Expenditure](#) paid by Direct Debit.
  - iii. To Receive [Report from Internal Auditor FY 20-21](#) and note [Comments](#).
  - iv. To approve and sign of [Annual Governance Statement](#) (Section 1) of Annual Governance and Accountability Return -AGAR
  - v. To approve [Accounting Statement](#) (Section 2) of Annual Governance and Accountability Return - AGAR
  - vi. To agree the period for [The Exercise of Public Rights](#)
16. Planning Matters – Lead Councillor Cllr Christopher Langford
  - i. Note the [Minutes of the Planning Committee Meeting of the 22<sup>nd</sup> April 2021](#).
  - ii. Planning Applications for discussion received by 29th April 2021: None Received



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17. Environment Matters – Lead Councillor: Cllr Percy
  - i. Note the Draft Minutes of the Environment Committee Meeting of 25 March 2021 – noted by Full Council on the 1<sup>st</sup> April.
  - ii. Receive any update since last meeting.
18. Rights of Way Committee– Lead Councillor: Cllr Rosewell
  - i. Note the [Draft Minutes of the Rights of Way Committee Meeting of the 8th April 2021.](#)
  - ii. Submit report to Full Council for comment and resolution.
  - iii. Agree Comment for ‘Extinguishment Order Part of Itchen Valley Footpath 22’ consultation.
19. Portfolio Holders Reports:
  - i. Highways
  - ii. Village Halls
  - iii. Website
  - iv. Open Spaces
    - a) Receive Update on Pitch Repair Costing
    - b) Discuss proposal circulated from LR Coaching for use of Couch Green container/concrete pad as outdoor fitness area and agree action.
20. To resolve the final meeting arrangements for full council and committee meetings between 7<sup>th</sup> May and 21<sup>st</sup> June
21. Finalise administration cover arrangements for clerk absence from 14<sup>th</sup> May 2021.
22. Correspondence Received for [April 2021](#)
23. Items for Consideration at next meeting
24. Date and Time of next meeting: 1<sup>st</sup> July 2021 at 7.00pm

The location of this meeting is: Martyr Worthy Village Hall