

## **NOTICE OF MEETING**

You are duly summoned/invited to attend the Annual Meeting of Keresley Parish Council to be held via Zoom on Tuesday 4<sup>th</sup> May at 18:30 via Zoom.

**Signed:**



Parish Council Clerk

**Date:** 21/04/2021

### **ANNUAL PARISH COUNCIL MEETING AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/84909170634?pwd=VOVwdEd4NGkyNXlyMUo3RjVZCtRdz09>

Meeting ID: 849 0917 0634

Passcode: 074487

Dial In – Dial 0203 901 7895, Input 849 0917 0634#, then 0#, finally 074487#

- 1. Election of Chair**
- 2. Election of Vice Chair**
- 3. Minutes of Annual Meeting 2019**
- 4. Chairs Report 2020/21 – Cllr T Gudgeon**
- 5. Review of delegation arrangements to committees, sub-committees, staff and other local authorities**
  - a. Personnel Committee
  - b. Planning Committee
  - c. Finance Committee
  - d. Community Engagement Committee
- 6. Review of the terms of reference for committees**
  - a. Personnel Committee
  - b. Planning Committee
  - c. Finance Committee
  - d. Community Engagement Committee
- 7. Nominations & Election of Sub Committees, Committee Chairs & Representatives**
  - a. Personnel Committee
  - b. Planning Committee
  - c. Finance Committee
  - d. Community Engagement Committee
  - e. Coventry Area Committee
- 8. Review and adoption of appropriate Standing Orders and Financial Regulations**
- 9. Review and adoption of appropriate Code of Conduct**
  - a. New national Code of Conduct
- 10. Review of Asset and Risks**
  - a. Asset Register
  - b. Risk Register
- 11. Confirmation of arrangements for insurance cover**
  - a. Zurich Insurance
  - b. BHIB Insurance
  - c. Came and Co
- 12. Appointment of Internal Auditor**
  - a. Eleanor Choudhary
- 13. Date of Next Annual Meeting**

**Members of the Public & Press are welcome to attend.**