

10 May 2022

Notice is hereby given that the **INAUGURAL ANNUAL MEETING OF BOYATT WOOD PARISH COUNCIL** will be held at 7.00 pm on **MONDAY 16 MAY 2022, AT EASTLEIGH HOUSE, EASTLEIGH** to which you are hereby summoned for the transaction of the business specified below.

T J Predeth
Clerk to the Council

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 and to report on the meeting in accordance with the Openness of Local Government Bodies Regulations 2014.

AGENDA

1. ELECTION OF CHAIRMAN

To receive nominations and Election of Chairman.

2. DECLARATION OF OFFICE BY THE CHAIRMAN

To be attested by the Clerk

3. INTRODUCTIONS

To receive an introduction from the Clerk and Parish Councillors

4. APPOINTMENT OF VICE-CHAIRMAN

To receive nominations and Election of Vice Chairman

5. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

6. REGISTER OF INTERESTS AND DISPENSATIONS

To receive any Declarations of Interest or Dispensations regarding any items the agenda. (*Dispensation requests must be received in writing by the Clerk prior to the meeting*)

7. CO-OPTION

To consider a request for co-option to the Council from Mr Carl Hunter.

8. APPOINTMENT OF THE PROPER OFFICER

To approve the continued appointment of the Proper Officer as Town Clerk and Responsible Financial Officer and authorise the Chairman to sign her Contract of Employment.

9. APPOINTMENT OF COUNCIL SOLICITOR

To ratify the appointment of Surrey Hill Solicitors LLP to act on behalf of the Council for all legal matters and to agree a training session for all councillors on the role of the Council.

10. APPOINTMENT OF ACCOUNTANTS

Subject to 7 above and 12 below to ratify the appointment of J. Humphry Associates Ltd to undertake payroll and accountancy services on behalf of the Council.

11. GENERAL POWER OF COMPETENCE

To agree that the Council meets the requirement to adopt the General Power of Competence and to adopt the General Power of Competence pursuant to Part 1 Chapter 1 of the Localism Act 2011.

12. BUDGET

To receive the Budget for the 2022/23 Financial Year.

13. INTERNAL AUDITOR

To appoint Lightatouch as the Internal Auditor for the financial year 2022/23.

14. APPOINTMENT OF COMMITTEE

To consider appointing the following committee:

- Planning and Highways Committee

15. Consent to use electronic form

To consider and agree to receive the summons of meetings and documentation of the Council by electronic format (email) Local Government Act (1972) Sch 12

16. STANDING ORDERS

To receive a draft of Standing Orders for review and adoption at the next meeting of the Council.

17. FINANCIAL REGULATIONS

To receive a draft of Financial Regulations for review and adoption at the next meeting of the Council

18. SCHEME OF DELEGATION TO OFFICERS

To receive a draft of a scheme of delegation to officers

19. SCHEME OF DELEGATION TO COMMITTEES

To receive a draft of a scheme of delegation to committees

20. CALENDAR OF MEETINGS

To consider and agree a meeting schedule.