

Hatfield Heath Parish Council

Chairman: Cllr Mark Bissell

Parish Clerk: Richard Bowran BSc (Hons) PSLCC

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To: Members of Hatfield Heath Parish Council

ANNUAL MEETING OF THE PARISH COUNCIL

You are hereby summoned to attend the Annual Meeting of the Parish Council to be held in the URC Hall, Hatfield Heath at **7.30pm** on **Wednesday 10 May 2023** to transact the business set out in the agenda below.

Parish Clerk
05 May 2023

AGENDA

Welcome by the Chairman

The meeting will be preceded by those persons elected at the Poll on 04 May 2023 signing their Declarations of Acceptance of Office.

23/01 👉	ELECTION OF CHAIRMAN To elect a chairman of the council for the civic year 2023/24. Chairman to sign the Declaration of Acceptance of Office.
23/02 👉	ELECTION OF VICE-CHAIRMAN To elect a vice-chairman of the council for the civic year 2023/24.
23/03	APOLOGIES FOR ABSENCE To receive any apologies for absence
23/04	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members. Members are reminded that they must renew their Declarations.
23/05	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
23/06 📄👉	MINUTES OF MEETING To approve the minutes of the meeting of 05 April 2023 (M12) To discuss any matters arising from the minutes not included elsewhere on the agenda.

23/07 	PLANNING COMMITTEE To note the draft minutes of the Planning Committee held on 24 April 2023.
23/08 	ANNUAL PARISH MEETING To note the draft minutes of the Annual Parish Meeting held on 15 April 2023.
23/90	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.
23/10 	ADOPTION OF KEY POLICIES To confirm the adoption of existing Standing Orders, Financial Regulations and the Code of Conduct. All three to be reviewed by the Finance Committee in the coming months.
23/11 	GENERAL POWER OF COMPETENCE There being an electoral mandate of two thirds of Members elected and there being a suitably certified clerk, to Resolve to adopt the General Power of Competence for the operation of the council's business.
23/12   	COMMITTEE STRUCTURE & MEMBERSHIP To agree a committee structure for the year 2023/24 and to appoint members to committees. To appoint members as Champions and Representatives for areas of Council responsibility. <i>[committee membership for 2022/23 attached]</i>
23/13  	CALENDAR OF MEETINGS To consider and approve the proposed calendar of meetings for the civic year 2023/24
23/14 	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in April 2023 as approved by the Finance committee .
23/15 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
23/16	KEY TASK MONITOR To review and update the Key Task Monitor.
23/16	HIGHWAYS MATTERS To consider any matters relating to Highways
23/17	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management and village car parks.
23/18	ALLOTMENT REPORT To receive and note a report on the Allotments.

23/19	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground.
23/20	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green
23/21	NEIGHBOURHOOD PLAN To consider any matters relating to the proposed Neighbourhood Plan.
23/22	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. • NC attended a Special Constable recruitment seminar
23/23	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
23/24	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be at 7.30pm on Wednesday 07 June 2023 • The next meeting of the Planning Committee will be at 3pm on Monday 22 May 2023

Symbols:  : paper attached  : vote required

Members of the Public and Press are welcome to attend and observe meetings of the Council but may only speak during the item for public participation