



110 High Street, Tibshelf, Derbyshire, DE55 5NU Tel: 01773 875093



QC 05-08-00580

14th May 2012

To: All Members of Tibshelf Parish Council

Dear Councillor,

NOTICE OF ANNUAL MEETING OF TIBSHELF PARISH COUNCIL

You are summoned to the **Annual Meeting of Tibshelf Parish Council** to be held at **the rising of the Annual Assembly Meeting or 7.30pm, whichever is the earlier, on Tuesday 21st May 2013** in the **The Parish Meeting Room, The Village Hall, High Street, Tibshelf.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Council Chamber.

Ruth Price
Parish Clerk

AGENDA

NON EXEMPT ITEMS

1. To elect a Chairman for the ensuing year
2. The Chairman to take and sign a Declaration of Acceptance of Office
3. Vote of thanks to the retiring Chairman
4. To elect a Deputy Chairman for the ensuing year
5. The Deputy Chairman to take and sign a Declaration of Acceptance of Office
6. To receive apologies for absence
7. Declaration of Members Interests
Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)

Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

To receive and approve requests for dispensations from members on matters in which they have a disclosable pecuniary interest

8. Public Speaking

(a) A period of not more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item)

(b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.

(c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

9. To confirm the minutes of the meeting held on 16th April 2013 (attached)

10. To appoint Committees

- Amenities & Environment
- Village Hall
- Personnel
- Audit

11. Calendar of Committee Meetings (draft attached)

12. Dates and Times of Council Meetings 2013/2014(Draft for discussion attached)

13. Chairman's Announcements

- Notice of CVP workshop – 30th May 2013 – Community Investment Plan
- Request from Festival of Sport for use of car park, tables and electricity on 6th July

14. Parish Council Vacancy – to agree the process for co-option to fill the parish council vacancy

15. a) Village Hall Management Committee – 23rd April and 7th May 2013

b) Village Hall Financial Report

16. Audit of Accounts - To consider a report from the Audit Committee meeting 14th May 2013, to formally approve the accounting statements and to approve the annual governance statement for the financial year 2012/2013

17. Applications for Funding Support

- Five Pits Horsewatch & Countryside Access Group

18. Planning

Council to consider planning applications received as detailed on the attached schedule

19. Derbyshire Association of Local Councils

To note that the following correspondence has been received and is available in the office:

9/13	<ul style="list-style-type: none"> - H R Workshops – keeping your Council compliant - Smisby Parish Council Vacancy for Clerk/RFO
10/13	<ul style="list-style-type: none"> - Community Infrastructure Levy (CIL) – Consultation on changes - CCLA and the Public Sector Deposit Fund - Internal Auditor - Severn Trent Water – Your Water, Your Choices - Online Banking - North Derbyshire Clinical Commissioning Group - Invitation for local people to become a member of their Health Panel - Department for Communities and Local Government – Empowering Communities Survey - Grant Thornton contact details
11/13	<ul style="list-style-type: none"> - H R Workshops – Keeping your Council Compliant - DALC Annual Executive Meeting and AGM - RAD ready to help Communities tap into Neighbourhood Planning Cash

20. Parish Clerks Report

- Accounts for Payment
- Financial Report
- Staff Report

21. Items for information

- Council to note correspondence received as detailed on the attached schedule