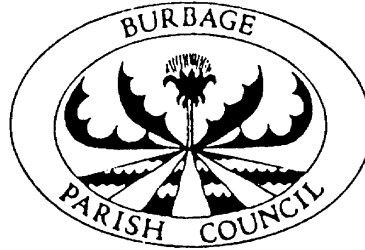


Burbage Millennium Hall
Britannia Road
Burbage
Leicestershire
LE10 2HF

Tel: 01455 637533

Email: julie@burbage-council.co.uk



www.burbage-council.co.uk

Julie Perrin MILCM
Principal Officer



**THE AGM OF THE PARISH COUNCIL WILL BE HELD
MONDAY 18th MAY 2015**

7.30PM

BURBAGE MILLENNIUM HALL

**ANY PARISHIONERS WISHING TO ATTEND AND QUESTION COUNCILLORS
WILL BE MOST WELCOME
THE AGENDA IS GIVEN BELOW**

Julie Perrin
(Principal Officer)

AGENDA

1. To elect a Chairman of the Council
2. To elect a Vice-Chairman of the Council
3. To receive the Chairman's declaration of acceptance of office
4. To receive Members declarations of acceptance of office
5. To receive apologies for absence
6. To receive Members declarations of interest
7. To confirm the minutes of the meeting held Monday 13th April 2015
8. To review delegation arrangements & terms of reference (circulated)
9. To receive nominations to existing committees
10. To consider the appointment of new committees, and if appropriate terms of reference and nominations
11. To review Standing Orders and Financial Regulations (circulated)
12. To appoint representatives to outside bodies and arrangements for reporting back:
 - (a) Leicestershire & Rutland Association of Local Council's
 - (b) Burbage Sports Development Forum
13. To review the inventory of land (if requested)
14. To review and confirm arrangements for insurance cover in respect of all insured risks (current policy circulated)
15. To review the council's and employees memberships of other bodies
 - (a) Rural Community Council ~ £50
 - (b) Leicestershire & Rutland Playing Fields Association ~ £22
 - (c) Leicestershire & Rutland Association of Local Councils ~ £1097.55
 - (d) Campaign to Protect Rural England ~ £36
 - (e) Society of Local Council Clerks ~ £284
 - (f) Institute of Local Council Managers ~£50
 - (g) Royal Town Planning Institute ~ £87
16. To review the council's adopted documents (circulated)
 - (a) Bad Debt Policy
 - (b) Cemetery Regulations & Additional Guidance
 - (c) Community Engagement Strategy
 - (d) Formal Complaints Procedure
 - (e) Equality & Diversity Statement of Intent
 - (f) Freedom of Information Scheme under the Freedom of Information Act 2000 and the Data Protection Act 1998
 - (g) Risk Register
 - (h) Training Statement of Intent
 - (i) Tree Management Policy
17. To consider the Internal Auditors Year End Report (circulated)
18. To approve the Annual Return and Supporting Documents year ending 31st March 2015 (circulated)
19. To note the success of a grant application for funding towards development of Burbage Cemetery and to consider approving the implementation of the scheme
20. To approve and sign the automated payment instruction for auto-enrolment pension contributions
21. To enact the 'general power of competence'. Burbage Parish Council meets the eligibility criteria in paragraph 2 of the schedule to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. SI 2012 No. 965 and is an eligible parish council for the purpose of completing any activity undertaken in exercise of the general power of competence

22. To note an apology printed in the national press following an incorrect and inflammatory article regarding Burbage Cemetery
23. Correspondence
 - (a) Request for support from Burbage Carnival Committee (circulated)
 - (b) Request from Burbage Cricket Club for the use of Hinckley Road recreation ground and facilities for children's summer activities (circulated)
 - (c) Letter of thanks from The Meadows Community Group (circulated)
 - (d) Correspondence from The Local Government Boundary Commission regarding an electoral review of Leicestershire (circulated)
 - (e) Details of post-election Councillor training sessions provided by LRALC (circulated)
24. To receive an update report from the Local Policing Team
25. Parishioners Question Time
Business of the meeting to stand aside for a period of not more than 20 mins to allow parishioners present to question Councillors
26. Reports from Members attending meetings of outside organisations
27. Neighbourhood Development Plan Advisory Committee Report
28. Standing Committee reports
 - (a) Planning Committee – 13th & 27th April 2015
 - (b) Finance & General Purposes Committee – 20th April 2015
29. Reports affecting Burbage from
 - (a) County Council
 - (b) Borough Council

12th May 2015