



NOTICE OF MEETING

You are duly summoned to attend the **Annual Meeting of Keresley Parish Council** to be held on TUESDAY, 9 MAY 2023 at 19:00, at Keresley Community Library, Bennetts Road, Coventry, CV7 8HX

Signed: A A Sho-Silva, Clerk to the Parish Council

Date: 02/05/2023

AGENDA

Before the meeting begins the newly elected Members of the Parish Council, according to the Notice of Uncontested Election (Appendix A) will sign Declarations of Acceptance of Office in the presence of the Proper Officer for the Council (The Clerk)

1. COUNCIL ADMINISTRATION

1.1. Election of Chair

1.1.1. The Chair will sign a Declaration of Acceptance of Office as Chair of the Parish Council

1.2. Council Membership

1.2.1. TO CONSIDER recruitment of additional Councillors by co-option according to paragraphs 7 and 8 of Legal Topic Note 8 (Appendix B)

1.3. Election of Vice-Chair

TO CONSIDER election of a Vice Chairman

2. REVIEW OF DELEGATION ARRANGEMENTS TO COMMITTEES, SUB-COMMITTEES, STAFF AND OTHER LOCAL AUTHORITIES

2.1. Finance Committee

2.2. Personnel Committee

2.3. Planning Committee

2.4. Community Engagement & Environment Committee

3. REVIEW OF THE TERMS OF REFERENCE FOR COMMITTEES

3.1. Finance Committee

3.2. Personnel Committee

3.3. Planning Committee

3.4. Community Engagement & Environment Committee

4. NOMINATIONS & ELECTION OF SUB COMMITTEES, COMMITTEE CHAIRS & REPRESENTATIVES

4.1. Finance Committee

4.2. Personnel Committee

4.3. Planning Committee

4.4. Community Engagement & Environment Committee

4.5. Coventry Area Committee

5. REVIEW AND ADOPTION OF APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS

6. REVIEW AND ADOPTION OF APPROPRIATE CODE OF CONDUCT

7. REVIEW OF ASSET AND RISK

8. ASSET REGISTER

Clerk: Abiola Sho-Silva

T: 07748 986 109 **M:** clerk@keresley-pc.gov.uk

c/o Keresley Community Library, Bennetts Road, COVENTRY CV7 8HX

9. RISK REGISTER

10. CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER

11. APPOINTMENT OF INTERNAL AUDITOR

11.1. John Plumb

12. DATE OF NEXT ANNUAL MEETING

12.1. Tuesday, 14 May 2024

Members of the Public & Press are welcome to attend



NOTICE OF MEETING

You are duly summoned/invited to attend an ordinary meeting of **Keresley Parish Council** to be held on 9 MAY 2022 following the Annual Meeting of the Parish Council, at Keresley Community Library, Bennetts Road, Coventry, CV7 8HX

Signed: A A Sho-Silva, Clerk to the Parish Council

Date: 01/05/2023

AGENDA

- 1. Welcome & Apologies**
- 2. To receive apologies and to approve reasons for absence**
- 3. Democratic Half-Hour/Public Question Time/Invited Guest Speakers:**
Public Question Time – This time is reserved for pre submitted questions from the Public in advance of the meeting
- 4. Ward Councillors' Update**
- 5. Declarations of Interest**
 - 5.1. To declare any personal interests in items on the agenda and their nature
 - 5.2. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items)
- 6. Minutes**
To approve the minutes of the ordinary Parish Council meeting held on 18 April 2023.
- 7. Finance**
 - 7.1. To approve the Financial Report
 - 7.2. To approve payments listed in Financial Report
 - 7.3. Annual Audit 2022/23:
To approve and sign the AGAR Certificate of Exemption
- 8. Planning Matters**
 - 8.1. New, current and decided planning matters
 - 8.2. Issues with CCC planning website and consultation advice
- 9. Local Issues**
 - 9.1. Litter-Picking
 - 9.1.1. Litter-picking event
 - 9.1.2. Bid for litter-picking equipment
 - 9.2. Jubilee Wood
- 10. Events**
TO CONSIDER any upcoming events
- 11. Parish Council Administration**
 - 11.1. Recruitment
 - 11.2. Training
 - 11.3. Archiving of Parish Council Records
- 12. Correspondence & Communication**
For information only

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13. Councillor's items for future agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

14. Date of Next Meeting

Next Parish Council Meeting – Tuesday, 13 June 2023 at 19:00, Keresley Community Library, Bennetts Road, Coventry, CV7 8HX

Members of the Public & Press are welcome to attend

NOTICE OF UNCONTESTED ELECTION

Coventry

Election of Parish Councillors for Keresley Parish Council on Thursday 4 May 2023

I, Julie Newman being the Returning Officer at the above election, report that the persons whose names appear below were duly elected Parish Councillors for Keresley Parish Council.

Name of Candidate	Home Address	Description (if any)
DRWIEGA John	The Hollies, Bennetts Road North, Keresley, Coventry, CV7 8JY	
GUDGEON Tracy Jane	(address in Nuneaton and Bedworth)	
MIDDLETON Tony	59 Watery Lane, Keresley, Coventry, CV6 2GF	