



**Fulford Parish Council
Meir Heath & Rough Close
Grange Road
Meir Heath
ST3 7BH**

**Annual Meeting of the Council
Thursday 18th May 2023
Commencing 7.15pm**

The meeting will be held at Fulford Village Hall, Fulford Rd, Fulford, ST11 9QT

Dear Councillor

You are summoned to a meeting at the above location, at the time shown
Yours faithfully

A handwritten signature in black ink, appearing to read 'Gemma Keiher-Knapper', written in a cursive style.

Signed
Gemma Keiher-Knapper
Clerk to the Council.

Before the meeting there will be a public session to enable the people of Fulford to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes. Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may:

- Film, photograph or make an audio recording of a meeting;
- Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the clerk prior to the meeting as there is policy which must be followed. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk email at least 24 hours before the meeting so that every effort may be made to provide access.

Agenda

- AMC001/23 **Public Participation**
- AMC002/23 **Election** of the Chair of the Council.
- AMC003/23 **Election** of the Vice Chair of the Council.
- AMC004/23 **Acceptance** of Office.
- AMC005/23 **Apologises.**
- AMC006/23 **Declarations of interest and dispensation** – Councillors must declare any personal or prejudicial interest in items on the agenda and their nature and leave the room for the relevant items.
- AMC007/23 **Register of interest** – Councillors are reminded of the need to maintain their register of interest.
- AMC008/23 To consider **minutes** for accuracy and approve minutes of previous Council Meetings:
a) Full Council Meeting Thursday 13th April 2023
- AMC009/23 To receive a **Report** from the Police (if available).
- AMC010/23 To receive **Report** from:
a) Stafford Borough Councillors (if available).
b) County Councillor (if available).
- AMC011/23 **Clerks Report.**
- AMC012/23 Review **delegation** arrangements.
- AMC013/23 Review **Terms of Reference.**
- AMC014/23 Existing and new **Committees and Working Groups** if required.
a) Planning Committee
b) Communications Committee
c) Staffing Committee
d) Governance Committee
e) Finance and General-Purpose Committee
f) Highways Working Group
g) Grindley Park Working Group
h) Complaints Committee
i) Set Monthly date for additional meetings
- AMC015/23 **Accounts/Finance:** to consider/approve
a) To approve April 23 Accounts and Bank Reconciliation.
b) To approve Aprils Payments list (See attached)
c) To approve Bank Signatories
d) To approve Online Payments
- AMC016/23 To consider **Planning Applications** received.

AMC017/23 **Report** from Fulford Parish Council Chairman.

AMC018/23 Discussion and decision regarding **Saverely Green Bus Shelter**.

AMC019/23 To review and approve the Councillors

- a) **Code of Conduct.**
- b) **Accessibility Statement**
- c) **Risk Strategy**

AMC020/23 **Parish Newsletter**

AMC021/23 Tea & Toast Update – Cllr Elder

AMC022/23 Remembrance Plan – Cllr Baskin

Confidential Items to be discussed at the end of the meeting if Public and Press are present.

AMC022/23 To discuss and decide on the **Grant Application**.

AMC023/22 To discuss and decide on **Website package**.

AMC024/23 Items for **next Agenda**.

AMC025/23 To **confirm Date**, Time and Location of next meeting.