

BAGBY AND BALK PARISH COUNCIL

Contact: bagbyandbalkpc@gmail.com

NOTICE IS HEREBY GIVEN THAT THE ANNUAL MEETING OF BAGBY AND BALK PARISH COUNCIL WILL BE HELD ON **WEDNESDAY 8TH MAY 2024, COMMENCING AT 7PM, AT POWER POINT, YORK ROAD, THIRSK, YO7 3BX**

The business to be transacted at this meeting is noted below.

Carol Masgrove Chairman of Bagby and Balk Parish Council – 1st May 2023.

AGENDA

2024-25.01 Election of Chairman

- a. To Approve Election of Chairman
- b. Appointed Chairman to sign Declaration of Acceptance of Office

2024-25.02 Election of a Vice Chairman

- a. To Approve Appointment of Vice Chair
- b. Appointed Vice Chairman to sign Declaration of Acceptance of Office

2024-25.03 Councillors to sign Declaration of Acceptance and Register of Interests Form

- a. All elected Councillors to receive a copy of the councils Code of Conduct
- b. All elected Councillors to sign the Declaration of Acceptance Office
- c. All elected Councillors to complete the Register of Interests form

2024-25.04 Apologies:

- a. To Note Apologies and Approve Reasons for Absence

2024-25.05 Chairmans Report

2024-25.06 To Review and Adopt Council Documentation

BASIC GOVERNANCE

- 1. Standing Orders
- 2. Financial Regulations
- 3. Code of Conduct
- 4. Risk Assessment NYCC
- 5. Risk Assessment PC Specific
- 6. Co-option Policy and procedure
- 7. Record Management Policy
- 8. Media Policy

OPENNESS AND ACCOUNTABILITY DATA PROTECTION

9. Publication Scheme under the FOI Act 2000
10. FOI Policy
11. Privacy notice – General
12. Privacy notice – Employees, cllrs and volunteers
13. Data/information Audit
14. Complaints Policy/Procedure

EMPLOYMENT AND PERSONNEL

15. Health and Safety Policy

2024-25.07 To Review of inventory of land and assets

2024-25.08 To Review and confirmation of arrangements for insurance cover

2024-25.09 To Review of representation on or work with external bodies

2024-25.10 To Confirm date, time and venue for next meeting

The Ordinary Meeting will start at 7.15 pm – 08/05/2024 Straight after the Annual General Meeting