

**DAWLEY HAMLETS PARISH COUNCIL**  
 3, Southwell Close, Priorslee, TELFORD TF2 9UT  
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To all members of Dawley Hamlets Parish Council



You are hereby summoned to attend **THE ANNUAL MEETING** of the Parish Council to be held on Wednesday 16<sup>th</sup> May 2018 at Horsehay Village Hall at 7:00 p.m.

Signed: Kathy Ewence (Clerk)

Date: 10<sup>th</sup> May 2018

**AGENDA**

1	<b>Election of the Chairman</b>	
2	<b>Chairman to sign Declaration of Acceptance of Office</b>	
3	<b>Apologies</b>	
4	<b>Election of Vice Chairman</b>	
5	<b>Declarations of Interest and Dispensation Requests</b>	
6	<b>Public Session</b>	
7	<b>To Confirm the Minutes of the Meeting Held on 18<sup>th</sup> April 2018</b>	Enclosed
8	<b>Integrated Community Management Scheme (PCSO)</b>	
9	<b>Councillors Reports</b>	
10	<b>Appointment of Representatives to:</b> a) Wrekin Area Committee SALC b) Local Access Forum c) Bus User Group	
11	<b>To consider the payment of Annual Subscriptions:</b> a) Insurance renewal b) Membership ALC c) Membership of the Society of Local Council Clerks	
12	<b>To consider the frequency of future meetings</b> [The Council meets at Horsehay Village Hall on the third Wednesday of the month except August, when there is no meeting, and December when the meeting is held on the first Monday of the month if a December meeting is felt to be necessary]	
13	<b>Grants – to consider the frequency of placing grants before the Council</b>	
14	<b>Council Policies</b> To review the following Council Policies: a) Standing Orders b) Financial Regs c) GDPR Related Policies	
15	<b>Casual Vacancy</b>	
16	<b>Local Initiatives:</b> a) Gardening scheme b) Dawley Pools & Pit Mounds Proposed Local Nature Reserve	

17	<b>Parish Matters:</b> a) To consider recommendations made by the Parish Council Working Group at the meeting held on 23 <sup>rd</sup> April 2018 b) To consider the feeding of wildlife around Horsehay and other pools in the Parish c) To consider re-siting the war memorial plaques	Enclosed
18	<b>Planning Applications:</b> a) To consider planning applications and permissions	To be tabled
19	<b>Finance &amp; Administration:</b> a) List of payments and cheques for signature b) Bank reconciliation c) Consider the Approval of Payments in Advance for the Senior Citizens Summer Telford@50 Picnic	To be tabled To be tabled
20	<b>Audit:</b> a) To review the effectiveness of the Council's Internal Controls and to consider any action necessary b) Internal audit c) To approve the Annual Governance Statement (by resolution) d) To consider the Accounting Statement (and approve it by resolution) e) Ensure the Accounting Statements are signed and dated by the person presiding at the meeting.	
21	Public and press are asked to leave the meeting for an item of confidential business - to discuss terms and conditions of the Clerk	
22	Correspondence	
23	Items for the next agenda	
24	Date of the next meeting – Wednesday 20 <sup>th</sup> June 2018 at 7:00pm at Horsehay Village Hall	