

REDBOURN PARISH COUNCIL

Redbourn Parish Centre, The Park,

Redbourn, Hertfordshire, AL3 7LR

Telephone: 01582 794832/07436 549584

e-mail: clerk@redbournparishcouncil.gov.uk*Working with the Community since 1894*8th May 2019

Cllrs: D Mitchell (Chairman), C O'Donovan (Vice Chair), I Caldwell, A Gardner, T Finnigan, R Gray, M Maynard, V Mead, S Kidd, I Hickmott, D Bigham and P Schofield.

You are summoned to attend the **Annual Meeting of Redbourn Parish Council on Monday 13th May 2019 7.30pm** in the **Conference Room, Redbourn Parish Centre.**

A handwritten signature in cursive script, likely belonging to the Clerk.

CLERK TO THE COUNCIL**AGENDA**

ITEM NO	TOPIC	PURPOSE/OUTCOME	TO LEAD
1.	ELECTION OF CHAIRMAN	To elect the Chairman and receive the Chairman's declaration of acceptance of office.	All
2.	ELECTION OF VICE CHAIRMAN	To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office	All
3.	APOLOGIES	To receive apologies for absence including reason for absence.	Chair
4.	DISCLOSURE OF INTERESTS	Members are also reminded of their obligation to report any amendment to their Register of Interests to the Clerk as soon as it becomes apparent.	Chair
5.	PUBLIC PARTICIPATION		All
6.	MINUTES OF THE PREVIOUS MEETING	To receive the minutes of the meeting held on 13th May 2018	Chair
7.	COMMITTEES	To review Committee Structures including Terms of Reference and to appoint members to serve on the following committees: <ol style="list-style-type: none"> 1. Commons & Open Spaces 2. Management & Communications 3. Finance and Policy 4. Planning 	All
8.	WORKING PARTIES	To review Working Party Structure including Terms of Reference and to appoint members to serve on the following Working Parties: <ol style="list-style-type: none"> 1. Fireworks 2. Neighbourhood Plan 3. Green Belt Defence (RAGE) 4. Communicating with the Community 5. Friends of the High Street 6. Climate Crisis and Redbourn 	All

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9.	TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES	<ol style="list-style-type: none"> 1. St Albans District Association of Local Councils 2. Redbourn Recreation Centre 3. Redbourn Village Hall Management Committee 4. Redbourn Charities 5. Redbourn Museum 6. Youth Organisations – Brownies, Guides, Scouts & Cubs 7. Redbourn Youth Club 8. Redbourn Tennis Club 9. Redbourn Cricket Club 10. Redbourn in Bloom 11. Friends of the Nickey Line 12. Redbourn Churches 13. Redbourn Care Group 14. Allotments 15. Active in Redbourn 	All
10.	STANDING ORDERS	To receive and review the Standing Orders for Redbourn Parish Council adopted by the Council May 2014	All
11.	FINANCIAL REGULATIONS	To receive and review the Financial Regulations for Redbourn Parish Council adopted by the Council October 2011	All
12.	FINANCE	<ol style="list-style-type: none"> 1. To receive and approve the Cllr Allowance and Expense schemes paid by the Parish Council 2. To receive and approve the regular expenditure (inc. BACS / direct debits) paid by the Parish Council 	All
13.	RISK ASSESSMENT	To receive and review the Redbourn Parish Council Risk Assessment adopted by the Council May 2017	All
14.	STATEMENT OF INTERNAL CONTROL	To receive and review the Redbourn Parish Council Statement of Internal Control adopted by the Council May 2017	All
15.	CODE OF CONDUCT	To receive and review the Code of Conduct, adopted by the Council June 2012	All
16.	CALENDAR OF MEETINGS	To receive and approve the proposed schedule of meetings for 2019-20.	All
17.	GROUNDS MAINTENANCE CONTRACT	To receive and agree appointment of Grounds Maintenance Contract	CLERK
17.	DATE OF NEXT MEETING	Full Council, Monday, 16th May 2019 , 7.30pm	All
18.	CLOSE		