

Notice of meeting

The Annual Meeting of the Council will take place on Tuesday 15th May
at 6:45pm in the Village Hall.

Agenda item	Supporting info	Start time
1. Apologies	None	6:45pm
2. Election of Chair	None	6:46pm
3. Election of the Vice Chair	None	6:50pm
4. Signing of the declarations of acceptance of office	Forms	6:54pm
5. Co-option of John Haines as Councillor	None	6:57pm
6. Appointment of Committees and review of terms of reference: <ul style="list-style-type: none"> • Neighbourhood Planning Committee 	Terms	7:00pm
7. Appointment of Working Groups and review of terms of reference: <ul style="list-style-type: none"> • Allotments Working Group • Communications Working Group • Finance Working Group • Open Spaces Working Group • Planning Working Group • Strategic Planning Working Group 	Terms	7:03pm
8. Appointment of authorised positions: <ul style="list-style-type: none"> • Emergency Co-ordinator • Data Protection Officer • Data Controller 	See relevant core documents	7:08pm
9. Appointment of representatives on outside bodies: <ul style="list-style-type: none"> • Swindon Area Committee • Speedwatch • Police • South Marston Recreation Association • WALC Executive Committee 	None	7:11pm
10. To confirm adoption of all Council core documents <ul style="list-style-type: none"> • Code of Conduct • Document Retention Policy • Emergency Plan • Financial Regulations • Publication Scheme • Standing Orders 	Documents	7:15pm
11. To approve the Council Calendar for 2018/19	Documents	7:20pm
12. To confirm programme of meetings for 2018/19	Documents	7:22pm

Signed,

Claire Penny, South Marston Parish Council Clerk