

29th April 2021

Councillors are summoned to attend the Annual Meeting of the Council which will take place remotely on **Wednesday 5th May 2021** at 7:00pm. Members of the public are welcome to attend - joining details can be obtained from the clerk.

Kevin Morgan, South Marston Parish Council Clerk

Agenda item
1. Election of Chair
2. Election of the Vice Chair
3. Apologies
4. Appointment of Working Groups and review of terms of reference: <ul style="list-style-type: none"> • Allotments Working Group • Broadband Working Group • Communications Working Group • Finance Working Group • Open Spaces Working Group • Planning Working Group • Strategic Planning Working Group
5. Appointment of authorised positions: <ul style="list-style-type: none"> • Data Protection Officer • Data Controller • Emergency Co-ordinator
6. Appointment of representatives on outside bodies: <ul style="list-style-type: none"> • Police • South Marston Recreation Association • Speedwatch • Swindon Area Committee
7. To confirm adoption of all Council core documents <ul style="list-style-type: none"> • Code of Conduct • Document Retention Policy • Emergency Plan • Financial Regulations • Meeting Recording Policy • Publication Scheme • Schedule of charges • Standing Orders
8. To confirm programme of meetings for 2021/22
9. To discuss and agree meeting arrangements following expiry of remote meeting legislation

This meeting may be recorded by the Council or members of the press or public. Such recording should be in accordance with the Council's Recording Policy – this is available on the website and a copy will be made available at meetings.