



## Pittington Parish Council

Clerk – A Sutherland, 35 South Street Spennymoor Co. Durham DL16 7TU Email: [pittingtonpc@hotmail.co.uk](mailto:pittingtonpc@hotmail.co.uk)

Dear Councillor

You are duly summoned to attend the Annual General Meeting of Pittington Parish Council to be held immediately after the Annual Parish Meeting

Tuesday 19 May 2015 at Pittington Village Hall.

  
A Sutherland

Clerk

### AGENDA

#### **Welcome**

Chairman to welcome everyone to meeting

#### **Election of Chairman 2015/2016**

Council to elect Chairman

#### **Declaration of Office**

Declaration of office to be signed by Chairman

#### **Election of Vice Chairman**

Council to elect a Vice Chairman

#### **Apologies for absence**

Council to accept and approve apologies

#### **Cemetery Fees**

Council to agree on cemetery fees

#### **Appointment of Lead Members**

- Planning
- Police Authority representative
- Rights of Way
- Allotments
- Policies
- Cemetery

#### **Appointment of Complaints/Appeals Committee**

Council to agree on Councillors to be on Complaints and Appeals Committee

#### **Sub Committees**

Council to agree on sub committees and frequency

#### **Adoption of Governing Documents/Policies**

- Standing Orders 2014
- Cemetery
- Financial Regulations
- Publication Scheme
- Complaints Procedure
- Disciplinary Procedure
- Public Participation
- Allotment
- Donation
- Document Retention policy
- Public Filming, Recording or otherwise reporting – Council/Committee meetings

- Habitual/Vexatious Complaints policy
- Co-option policy
- Model Publication scheme
- Complaints and Comments policy
- Health and Safety policy
- Financial Regulations