

Awre Parish Council & Burial Authority

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To: All Members of the Public

The Annual Parish Council meeting will be held on **Monday, 17th May, 2021** at 6.30 p.m., at Awre Village Hall, under COVID regulations, for the transaction of business on the following agenda.

Should you wish to attend, please contact the Clerk by 12 midday on the day of the meeting. This will enable the Council to monitor and control the numbers present at the meeting.



Ursula Deighton,
Clerk to Awre Parish Council
11th May, 2021

A G E N D A

- 1. ELECTION OF CHAIRMAN**
- 2. APOLOGIES**
To receive apologies for absence.
- 3. ELECTION OF VICE-CHAIRMAN**
- 4. DECLARATIONS OF ACCEPTANCE OF OFFICE**
Declarations of Acceptance of Office to be signed by the Chairman and Vice Chairman.
- 5. DECLARATIONS OF INTEREST**
To receive declarations of interest from members in matters on this agenda or arising during the meeting.
- 6. DISPENSATION REQUESTS**
To consider requests from members for dispensation to speak on a matter in which they have an interest.
- 7. APPOINTMENT OF LEAD COUNCILLORS FOR 2021/22**
 - 7.1 Highways
 - 7.2 Footpaths
 - 7.3 Cemetery & Grass Cutting
 - 7.4 Assets & Maintenance
 - 7.5 Snow Warden
 - 7.6 Amenities (Toilets & Defibrillators)
 - 7.7 Planning

- 7.8 Finance
- 7.9 Emergency Plan

8. REPRESENTATIVE ON BLAKENEY SCHOOL GOVERNORS

9. REVIEW OF INSURANCE COVER FOR 2021/2022

10. REVIEW OF ASSET REGISTER

11. REVIEW OF RISK ASSESSMENT

12. REVIEW OF PARISH COUNCIL KEY DOCUMENTS

12.1 Standing Orders – to approve the replacement of the following paragraphs:

18. Financial Controls and Procurement

(c) A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to Regulations 109-114 of the Public Contracts Regulations 2015 which include a requirement on the Council to advertise the contract opportunity on the Contracts Finder website regardless of what other means it uses to advertise the opportunity unless it proposes to use an existing list of approved suppliers (framework agreement).

18. (f) A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £189,330 for a public service or supply contract or in excess of £4,733,252 for a public works contract; or £663,540 for a social and other specific services contract (or other thresholds determined by the European Commission every two years and published in the Official Journal of the European Union (OJEU)) shall comply with the relevant procurement procedures and other requirements in the Public Contracts Regulations 2015 which include advertising the contract opportunity on the Contracts Finder website and in OJEU.

18. (g) A public contract in connection with the supply of gas, heat, electricity, drinking water, transport services, or postal services to the public; or the provision of a port or airport; or the exploration for or extraction of gas, oil or solid fuel with an estimated value in excess of £378,660 for a supply, services or design contract; or in excess of £4,733,252 for a works contract; or £663,540 for a social and other specific services contract (or other thresholds determined by the European Commission every two years and published in OJEU) shall comply with the relevant procurement procedures and other requirements in the Utilities Contracts Regulations 2016.

12.2 Financial Regulations – no change (August 2019)

12.3 Code of Conduct – no change (September 2012)

12.4 Handling of Complaints Guidelines – no change (December 2018)

12.5 Freedom of Information Policy – (February 2015) – Legal Topic Note (LTN) April 2021 provides an update)

12.6 Grievance/Disciplinary Policy/Procedure – (December 2019) – LTN 22 updates

12.7 Openness and Transparency Guidelines – no change (December 2014)

12.8 Training Statement of Intent – no change.