

# NOCTON PARISH COUNCIL

## Membership

**Chair:** To be appointed

**Vice-Chair:** To be appointed

**Councillors:** Neil Faulkner, Ian Goldsworthy, Graham Jones, Jane Kania, Michael Kaye, Liz Murray and MaryAnn Williams

The Annual General Council Meeting of NOCTON PARISH COUNCIL will be held in the Village Hall, Main Street, Nocton on TUESDAY, 10 MAY, 2016 AT 7.00 PM.

**Public Questions will be taken prior to the start of the meeting, in accordance with Nocton Parish Council Standing Orders. At the time of the publication of the agenda, no advance notice of any questions had been received.**

Steve Altridge  
Clerk to Nocton Parish Council

## AGENDA

- 1      **Appointment of Chair**
  - (a)      To appoint the Chair of the Parish Council for the Council year 2016/17.
  - (b)      To appoint the Vice-Chair of the Parish Council for the Council year 2016/17.
- 2      **Apologies for Absence**
- 3      **Declaration of Interests**

Members of the Parish Council are required to declare any personal or prejudicial interests they may have in any matter which is to be considered at this meeting.

In addition, any private or personal non-pecuniary interest in a matter to be considered at this meeting should also be declared (unless it is insignificant or one which is shared with other members of the public generally as a Council Tax payer or an inhabitant of the area).

- 4 **Minutes of the Annual General Meeting of the Parish Council held on 12 May, 2015** – copy attached for information only as the Minutes were signed at the meeting held on 16 June, 2015.

5 **Appointment of Representatives to Local and Other Organisations**

To appoint Parish Council representatives to the following bodies:

- (a) Nocton Village Hall Management Committee (One Member)
- (b) Nocton and Potterhanworth Joint Neighbourhood Plan Working Group (Two Members)

6 **Adoption of Policy and Procedures**

To re-adopt the following Council Policies and Procedures for the Council Year 2016/17:

- (a) Equality & Diversity Policy
- (b) Standing Orders
- (c) Financial Regulations
- (d) Disciplinary, Dismissal and Grievance Procedure
- (e) Code of Conduct
- (f) Complaints Procedure
- (g) Bullying and Harassment/Dignity at Work Policy
- (h) Communications Policy
- (i) Data Protection & Information Security Policy
- (j) Freedom of Information

A link to the Policies and Procedures is attached below.

[Policies and Procedures](#)

**7 Allocation of Portfolios to Parish Councillors**

To consider the allocation of portfolios/areas of interest to individual members of the Parish Council. The portfolios currently are:

Financial Matters, Budget and Policy	Cllr Goldsworthy
Nocton School and Youth Issues	Cllr Kania
Nocton Hall, Planning, Crime and Social Issues	Cllr Jones
Traffic and Highways Issues, and ArtsNK	Cllr Williams
Publicity and Promotion, and Environment (including wildlife)	Vacancy
Nocton Park	Cllr Faulkner
Village Hall and Social Club	Cllr Williams

**8 Appointment of Sub-Committees and Working Groups**

To appoint the following Sub-Committees and Working Groups for the Council Year 2016/17.

- (a) Nocton Village Hall Rebuilding Sub-Committee
- (b) Policy and Procedures Working Group

**9 Dates of Meetings**

To note that if past practice is adopted, meetings of the Parish Council would be held on the following dates during the remainder of 2016 and in 2017:-

7 June, 12 July, 9 August (provisional) 6 September, 11 October, 8 November and 6 December, 2015 and 10 January, 7 February, 7 March and 11 April, 2017.

However, it should be noted that at its meeting on 25 April, 2016 the Village Hall Management Committee requested the Parish Council to meet on a Monday.

**10 Chair's Annual Report 2015/16**

To receive the Chair's report on the work of the Council during the Council Year 2015/16 (copy attached).