

29 April 2021

TO ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

You are hereby summoned to attend a remote meeting of the Council which will be held on Wednesday 5th May at 7.30pm.

Emma Green
Clerk to the Council



Join Zoom Meeting

<https://us02web.zoom.us/j/83923703792?pwd=T0todWhXbktKMxc1dk1QRURWQWJuUT09>

Meeting ID: 839 2370 3792
Passcode: 750283

This meeting is open to the public unless the Members decide to exclude the public for any exempt or confidential item of business.

Under the Openness of Local Government Bodies Regulations 2014, members of the public, the press or the Council may record/film/photograph or broadcast the meeting whilst it is open to the public.

AGENDA

- 1. ELECTION OF CHAIRMAN 2021/22**
To seek nominations for and elect a Chairman for the forthcoming year.
- 2. SIGNATURE OF DECLARATION OF OFFICE**
The elected councillor to sign the Declaration of Office
- 3. APOLOGIES FOR ABSENCE AND REASONS**
To receive apologies and consider approved reasons for absence.
- 4. ELECTION OF VICE CHAIRMAN 2021/22**
To seek nominations for and elect a Vice Chairman for the forthcoming year.
- 5. ELECTION OF REPRESENTATIVES TO SERVE ON EXTERNAL BODIES**
To assign Councillors to outside bodies for 2021/22.
- 6. CONFIRMATION OF PERSONS EMPOWERED TO SIGN CHEQUES**
To confirm signatories.

Erringden Parish Council • Town Hall • Hebden Bridge • HX7 7BY
Email – erringdenparishcouncil@gmail.com

7. APPROVAL OF STANDING ORDERS AND FINANCIAL REGULATIONS

To set out a process for the review of these documents.

8. APPOINTMENT OF INTERNAL AUDITOR

To approve the appointment of the internal auditor.

9. REVIEW OF DELEGATION ARRANGMENTS

To decide on the delegation arrangements as appropriate.

10. CLERKS ASSURANCE OF COMPLIANCE WITH PENSION AUTO-ENROLEMENT AND PAYE REAL TIME INITIATIVE

To receive a verbal report from the clerk.

11. APPROVAL OF A REVISED CODE OF CONDUCT

To consider an adopt the revised Code of Conduct.

12. REQUIREMENT TO COMPLY WITH CODE OF CONDUCT AND REGISTER OF FINANCIAL INTERESTS

A reminder to all members by the clerk.

13. DATE AND TIME OF THE NEXT MEETING

Arrangements for the next meeting to be agreed.