

# TATTENHALL & DISTRICT PARISH COUNCIL PARISH COUNCIL ANNUAL MEETING

(Date)                    **8<sup>th</sup> May 2017**  
(Venue)                 **BARBOUR INSTITUTE**  
(Time)                  **7.30pm**

All meetings of the Council are open to the Press and Public.

All Councillors are duly summoned to attend the Annual Meeting to conduct the business set out below.

Signed: *Jean Dutton*

Clerk to the Council

## AGENDA

### **1 Apologies for Absence**

### **2 Election of Chairman for the forthcoming year**

2.1 To receive the Chairman's Declaration of Acceptance of Office

### **3 Election of Vice-Chairmen for the forthcoming year**

3.1 To receive the Vice-Chairmen's Declarations of Acceptance of Office

### **4 Adoption of Code of Conduct**

To agree that

"the Council adopts the Code of Conduct for Members adopted by Cheshire West and Chester Council on 26 July 2012 and attached at (... *Appendix A*) as the council's code of conduct under section 27(2) and 27(3) of the Localism Act 2011.

### **5 Standing Orders**

To agree the adoption of the Council's Standing Orders

### **6 Financial arrangements**

To agree the:

- 6.1 adoption of Financial Regulations
- 6.2 appointment of the Responsible Financial Officer
- 6.3 appointment of the Internal Auditor
- 6.4 bank account, appointment of signatories
- 6.5 insurance for Council, members and employees
- 6.6 appropriate risk assessments.

### **7. Consideration of Committees and Housing Officer**

Housing Officer

To consider appointments to Committees

Planning Committee

Finance Committee

3<sup>rd</sup> May 2017