INGESTRE WITH TIXALL PARISH COUNCIL

 **29 The Crescent**

 **Stafford, ST16 1ED**

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 Email: clerk@ingestretixall.staffslc.gov.uk

27 April 2021

**To:** **All Council Members**

Number of Councillors to make quorum = 3

**The Annual meeting of the Council will be held on Tuesday, 4 May 2021 commencing at 7.30pm, when you are summoned to attend. This meeting will take place via zoom:**

<https://us02web.zoom.us/j/84135908609?pwd=QXFuWTk4WFdQUmQ2NEkwS2tybWUrdz09>

**Meeting ID:** 841 3590 8609

**Password:** 131503

**Jill Davies, Clerk/Responsible Financial Officer**

**AGENDA**

**1. To receive Apologies**:

**2. Election of Chairman for 2021/22 and signing of the Declaration of Office**

**3. Election of Vice Chairman for 2021/22**

**4. Signing of Declaration of Office for Councillors and Disclosable Pecuniary Interests Form, if required**

**5. To note the Minutes of the 2019 Annual Meeting**

**6. HS2 Working Party and Resources Committee**

**a.** To consider the creation of a Working party for HS2, agree representation and to confirm no decision-making powers. All decisions must be reported to full Council for resolution.

**b.** To consider the creation of a Resources Committee for budget purposes/Clerks performance review, agree representation and to confirm no decision-making powers. All decisions must be reported to full Council for resolution.

**7. Insurance 2021/22**

**a.** To review insurance arrangements for 2021/22

**b.** To review and provide comment on the DRAFT Risk Assessments, as prepared by the Clerk

**8. To review and formally adopt the revised Code of Conduct**

**9. To confirm the date for the next Annual Meeting of the Council - 11 May 2022**