



SADDLEWORTH

Parish Council

17 May 2021

To: The Chairman, Vice Chairman and Members of the Council

Dear Councillor

I hereby summon you to the Annual Meeting of the Council which will be held in the ballroom at the Civic Hall, Lee Street Uppermill on **Monday 24th May 2021 at 7.30pm** for the purpose of conducting the undermentioned business.

Prayers will be said prior to the commencement of the meeting, by Revd. Natalie Hackett, Chairman's Chaplain.

Yours sincerely,

Sharon Hibbert

Sharon Hibbert
Clerk to the Council

Working for Saddleworth

Pam Bailey, Clerk to the Council
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AGENDA

- 1. To receive apologies for absence**
- 2. To approve the Minutes of the Annual Council Meeting held on 20th May 2019**
- 3. To confirm the appointment of Chairman for the year 2021/2022**
The election of Chairman, the investiture of Chairman and the Declaration by the Chairman were all agreed at the Full Council Meeting in July 2020 (Minute No. 2658)
- 4. Presentation of Past Chairman's Medallion**
- 5. Inaugural speech by the new Chairman**
- 6. To confirm the appointment of the Vice Chairman**
- 7. A vote of thanks to the retired Chairman and his Lady for their services during the year**
- 8. Reply to the vote of thanks by the retired Chairman**
- 9. Annual Governance Statement for year ended March 2021**
To consider the Annual Governance Statement, Chairman to sign and approve, (attached)
- 10. Standing Orders Review**
To consider the recommendations of the Task and Finish Group and accept the Standing Orders. (attached.)
- 11. Financial Regulations for the year 2021/2022**
To consider the recommendation of the Finance Committee and accept the Financial Regulations for the year 2021/2022 (Attached)
- 12. To accept the Statement of Internal Control of the Finance Committee.(Attached)**
(No changes recommended by Finance Committee May 2021)
- 13. To establish the Constitution of the Standing Committee of the Council**
 - i. Planning Committee (12)
 - ii. Finance Committee (9)
 - iii. Assets Management Committee (7)
 - iv. Communications Committee (5)
 - v. Staffing Committee (5)
 - vi. Disciplinary Committee (5)
 - vii. Appeals Committee (5)
 - viii. Environment Committee (6) jointly with the District Partnership (3)
 - ix. Traffic & Transport Committee (9) Jointly with the District Partnership
 - x. Strategic Planning Committee (9) Jointly with District Partnership
 - xi. Civic Functions Committee (6)
- 13. To appoint the Chairman and Vice Chairman of each Committee. (attached)**
- 14. To consider the calendar of meetings of the Council for the ensuing year. (sent hard copy)**
- 15. To appoint representatives on outside bodies**
 - i. District Partnership (6)
 - ii. Standards Committee (1)
 - iii. Peak Park Parishes Forum (1)
 - iv. Millgate Arts Centre (2)
 - v. Huddersfield Canal Society (1)
 - vi. District Partnership and Wellbeing (3)

16. To appoint Representatives to Saddleworth Educational and other Charities
 - i. Hawkyard & Whitehead Educational Foundation (2)
 - ii. Trustees of the Rochdale United Charity (2)

16. To approve the Bank Account authorised signatories for 2021/2022

- i. Chairman, Vice Chairman, Chairman of Finance Committee,
- ii. Vice Chairman of Finance Committee, Chairman of Assets Management
- iii. Clerk to the Council

17. To approve the Accounts for Payment for April 2021 (attached)

- i. Total; Income £ 13,581.01 Total Expenditure £14,288.49