

# BRANDON & BYSHOTTLES PARISH COUNCIL

Mrs. S. Howe  
Clerk to the Council

Chairman of the Council  
Councillor Mrs S. Nelson



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Office hours: 9.30am-11.30am (Mon-Fri)

Council Offices  
6 Goatbeck Terrace  
Langley Moor  
Durham  
DH7 8JJ

**14th May 2021**

**An Annual General Meeting of the Parish Council which will be held in New Brancepeth Village Hall, Rock Terrace, Durham, DH7 7EP on Friday 21st May 2021 at 6.30p.m.**

**Government guidelines regarding Covid-19 have to be adhered to ie face coverings (unless exempt); wash/ sanitise hands; social distancing.**

## AGENDA

1. Appointment of Chairman for 2021/22
  - a) Chair to request nominations
  - b) Voting on nominations
  - c) The newly elected Chairman to be invested with the Chain of Office.
  - d) The newly elected Chairman to make the Declaration of Office
  - e) The Chairman's address
2. Signing of any declarations of acceptance of office for newly elected Councillors which have not yet been received
3. Appointment of Vice Chairman for 2021/22
  - a) Chairman to request nominations
  - b) Voting on nominations
  - c) Appointment of Vice Chair
  - d) The newly elected Vice Chair to make the Declaration of Acceptance of Office
4. Reply by Councillor Mrs Nelson
5. Chairman to present the Past Chairman's Badge to Councillor Mrs Nelson
6. Chairman to present Chain of Office to Chairman's Consort. (if present)

7. Appointment of representatives to following outside bodies:
  - Larger Local Councils Forum
  - County Durham Association of Local Councils
  - National Association of Councillors
  - Mid Durham Parish Councils' Committee
  - Brandon Partnership
  - Mid Durham AAP
  - Brandon & Byshottles Table Tennis Club
  - Brandon Carrside Youth & Community Project
  
8. Appointment of Members to following Committees/Working Groups
  - Finance Committee
  - Allotment Committee
  - Community Highways Working Group
  - Disabled Access Working Group
  - Newsletter Working Group
  - Complaints Committee
  - Complaints under Members Code of Conduct
  - Personnel Committee
  - Operation Spruce Up
  - County Durham Plan
  
9. Chairman's and Vice Chairman's allowance 2021/22 for approval
  
10. Approval of signatories for 2021/22
  
11. Declaration of Members' interests
  
12. Apologies for absence.
  
13. Any questions received by the public within the specified time period
  
14. Approval of Minutes of the meeting held on 23rd April 2021
  
15. Brandon Carrside
  - a) Report
  - b) Joint project for a Christmas tree
  
16. Report from Unitary Council Members
  
17. Town and Country Planning –applications for consideration
  
18. Review and Approval of Standing Orders
  
19. Annual report for approval
  
20. Financial Statement for year ending 31<sup>st</sup> March 2021 for approval

21. Approval of calendar of meetings for forthcoming year
22. Resolution required for approval of the use of the General Power of Competence following the May elections
23. Donation for consideration
  - a) Open Spaces Society – Grant a Green
24. New Premises Licence Application – Daisymill Coffee Shop, Langley Moor
25. Policies for Review and Approval
  - a) Public Filming, Recording or Reporting at Council or Committee Meetings
26. Request from Esh Winning Residents Group for notice board in village to be relocated
27. Authorisation of accounts for approval
28. Report of Clerk for information

*S. Howe*

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