



CHORLEYWOOD PARISH COUNCIL

Notice is hereby given that the ANNUAL MEETING of the Parish Council will be held in the Council Chamber, South Lodge, Chorleywood House, on 8th May 2012 upon the rising of the Annual Parish Meeting which will commence at 8 pm, and you are hereby summoned to attend.

1st May 2012

**Mrs Y Merritt
Clerk of the Council**

AGENDA

1. ELECTION OF CHAIRMAN OF THE COUNCIL

To elect the Chairman of the Council for the Municipal Year 2012/13 in accordance with the procedure agreed at Council on 20th September, 1999, as set out in Standing Orders (appendix 3). Chorleywood Chenies Ward has selected Councillor Mrs Lyn Sutherland as Chairman. Also to receive the Chairman's Declaration of Office.

2. ELECTION OF VICE-CHAIRMAN OF THE COUNCIL

To elect Vice Chairman of the Council for the Municipal Year 2012/13 in accordance with the procedure agreed at Council on 20th September, 1999, as set out in Standing Orders (appendix 5) to be selected by the members of Chorleywood West Ward.

3. APOLOGIES FOR ABSENCE

4. APPROVAL OF THE MINUTES

Enc

If so resolved to confirm the Minutes of the Annual Meeting of the Council held on Tuesday, 10th May 2011, which were noted at the Council meeting held on 28th June 2011.

5. MEMBERSHIP OF COMMITTEES 2012/13

To appoint members of Committees of the Council for the Municipal Year 2012/13.

- | | | |
|----|---|-----|
| a) | Open Spaces, Lawn Cemetery & Allotments Committee | (7) |
| b) | Planning Committee | (7) |
| c) | Chorleywood Village Halls Management Committee | (7) |
| d) | Cricket Club Advisory Committee | (5) |

(N.B. The Chairman and Vice-Chairman of the Council are ex officio members of the above Committees)

There will be a short adjournment to nominate the committee Chairman and Vice-Chairman to sit on the Policy and Resources Committee

Policy & Resources Committee

N.B. The composition of this Committee is:-

- Chairman – Parish Council
- Vice Chairman – Parish Council
- Chairman & Vice Chairman – Open Spaces, Lawn Cemetery & Allotment Committee
- Chairman & Vice Chairman – Planning Committee
- Chairman & Vice Chairman – Chorleywood Village Halls Management Committee

The Outgoing Chairman of the Council will automatically hold a place on the Policy and Resources Committee regardless of whether he holds the position of a Chairman or Vice Chairman of a Committee.

6. **REPRESENTATION ON OTHER BODIES 2012/13**

To consider the Parish Councils representation on the following bodies:-

- a) Joint Committee of Parish Councils in Three Rivers District Council (Chairman & Vice-Chairman)
- b) Chorleywood Youth Club 1 representative
- c) Chorleywood & District Citizens Advice Bureau 1 representative
This Committee has not met for a number of years and therefore Members are asked to consider if a representative is required.
- d) Chiltern Open Air Museum 1 representative
- e) Chorleywood Youth Football Club 2 representatives
- f) Hertfordshire Association of Parish & Town Councils 1 representative
- g) Chorleywood Twinning Association 2 representatives
- h) Herts Association Larger Local Councils 2 representatives
- i) TRDC Environmental Forum 1 representative

7. **BANK MANDATE**

To nominate three Members to be authorised signatories to the Council's cheques - Currently Cllrs. Mrs Jarrett, Green and Kipps.

8. **CHORLEYWOOD MATTERS EDITORIAL TEAM**

To elect members for the Chorleywood Matters editorial team. Currently Cllrs Mrs Boatman, Mrs Jarrett and Mrs Worrall

9. **HUMAN RESOURCES PANEL**

To elect three Members to the Human Resources Panel Currently Cllrs Morris, Mrs Sutherland and Mrs Worrall

10. **ANNUAL SUBSCRIPTIONS AND DONATIONS**

Enc

To consider the attached list of annual subscriptions

11. **CLOSURE**

CHORLEYWOOD PARISH COUNCIL

ANNUAL MEETING

Agenda item 10

TUESDAY 10th MAY 2011

LIST OF ANNUAL SUBSCRIPTIONS AND DONATIONS

HAPTC Herts Association of Parish and Town Councils	£1471*
*Includes the subscription to NALC	
National Assoc Rural Community Councils (ACRE)	£10.00
Chiltern Society	£25.00
Chiltern Open Air Museum	£250.00
Society of Local Council Clerks	£220.00
Council for Protection of Rural England (CPRE)	£29.00
Community Development Agency (CDA)	£30.00
Open Spaces Society	£40.00
Centre for Voluntary Service in Three Rivers (CVS)	£15.00
Conservation Land Management	£16.00
Journal of the Assoc of Small Historic Towns & Villages	£15.00
Hertfordshire Building Preservation Trust	£35.00
Total	£2156.00