



TO: All Members of Stithians Parish Council.

Dear Councillor,

I hereby summon you to attend the Annual Meeting of
the Stithians Parish Council to be held on
Tuesday, 21st May 2024 at 7pm
in the Hendra Room of the Stithians Centre.

The Agenda

1. **Election of Chair of the Parish Council.**
2. **Signing of Declaration of Acceptance of Office by the Chair.**
3. **Apologies for Absence**
4. **Election of Vice-Chair of the Parish Council.**
5. **Appointment of Portfolio Holder and Assistants (4) for Planning.**
6. **Appointment of Assistant Portfolio Holders (2) for Finance and Administration.** (Chair is the designated Portfolio Holder with the Vice-Chair as Deputy).
7. **Appointment of Portfolio Holder and Assistant for Footpaths, Highways and Environment.**
8. **Appointment of Portfolio Holder and Assistant for Stithians Playing Fields.**
9. **Appointment of Public Relations Officer.**
10. **Appointment of Neighbourhood Watch and Police Liaison Officer.**
11. **Appointment of Members (4) of the Playing Field Working Group.**
12. **Appointment of Councillor to check Financial Transactions.**
13. **Appointment of Council's Transport Representative.**
14. **Appointment of Tree Warden and Assistant.**
15. **Appointment of Council's Representatives on the:**
 - 15.1 • Stithians Centre Management Committee.
 - 15.2 • Community Area Partnership Camborne Pool Illogan Redruth, Mining Villages, Hayle & Gwinear-Gwithian
 - 15.3 • Mining Villages Regeneration Group
16. **Chairman's Allowance for 2024/25.**
17. **Review & Adoption of Standing Orders and Financial Regulations.**
18. **Appointment of Internal Auditor for 2024/25.**
19. **Criteria to enable the Council to exercise the General Power of Competence.**
20. **Review of the Council's Asset Register.**
21. **Review of the Council's subscriptions to other bodies.**
22. **Confirmation of arrangements for Insurance Cover in respect of all insured risks.**
23. **Review of the Council's Complaints Procedure.**
24. **Adoption of Code of Conduct.**
25. **Review of the Council's Policy for handling requests made under the Freedom of Information Act 2000.**
26. **Review of the Council's Policy in respect of the Data Protection Act 2018.**
27. **Review of the Council's Policy for dealing with the Press/Media.**
28. **Review of the Council's Risk Assessments.**
29. **Schedule of meetings for 2024 - 2025.**

Given under my hand this 14th May 2024.

Jane E Richards
Clerk to the Council