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***‘protecting and improving the quality of life***

***for all Bayston Hill residents’***

**Clerk/RFO to the Council: Caroline Higgins**

**Chairman: Cllr Keith Keel**

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Dear Councillor,

You are summoned to attend a meeting of the Full Council on Monday 23 April 2018 at 8.00 p.m. in the Memorial Hall. The meeting will follow the Finance Committee meeting, which will commence at 7pm.

**Caroline Higgins**

**Caroline Higgins** 18 April 2018

**Clerk to the Council**

# A G E N D A

FC 38.18 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

FC 39.18 **DISCLOSABLE PECUNIARY INTEREST-** *Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests; Members are reminded that they are required to leave the room before the discussion and voting on matters in which they have a disclosable pecuniary interest.*

FC 40.18  **PUBLIC SPEAKING/QUESTIONS** **AT COUNCIL MEETINGS –** *To allow members of the public the opportunity to speak on any item listed on the Agenda up to a maximum of 3 minutes;* ***to receive a report from Shropshire Councillor***

FC 41.18 **MINUTES** - To confirm the accuracy of the minutes of the Full Council meeting held on Monday 8 January 2018.

FC 42.18 **MINUTES OF COMMITTEE MEETINGS –** To adopt the approved minutes of the following committee meetings:

Finance: 12 February 2018; Planning: 5 February & 5 March 2018;

Amenities 5 February 2018;

FC 43.18 **CLERK’S REPORT** **& MATTERS ARISING**

Grant application from Oakmeadow School

Outdoor gym

CCLA Deposit Fund investment

FC 44.18 **COMMUNITY LED PLAN** – To receive an update on progress and note the final draft of the questionnaire to be distributed to each property; To review the budget and identify any outstanding costs

FC 45.18 **ANNUAL REPORT & PARISH MEETING –** To confirm the invited speakers and agenda for the Annual Parish Meeting on 21 May 2018; To agree the content for the Annual Report, having regard to the recommendations of the Finance Committee

FC 46.18 **TRAINING & CODE OF CONDUCT –** To note the arrangements for a training event on the Members Code of Conduct and Employment Law, to take place on 30 April 2018 and which all members are urged to attend.

FC 47.18 **STAFF HANDBOOK –** To note and approve a draft Employee Handbook, (to include currently adopted Grievance; Disciplinary and Bullying & Harassment Procedures), for issue to all existing staff and new staff upon commencement of employment; To note that the Council’s current employment policies are out of date and that revised documents will be presented for adoption at the Annual Council Meeting on 14 May 2018 for subsequent inclusion in the Handbook

FC49.18 **MODEL STANDING ORDERS** – To note the publication of revised Model Standing Orders by NALC, which take account of new legislation published since 2013; To note that this document will be modified to suit the needs of the Council and presented for adoption at the Annual Council Meeting on 14 May 2018 and that any suggestions for amendments should be notified to the Clerk for inclusion in the final draft by the end of April.

FC 50.18 **NATIONAL PAY AWARD –** To note that the National Joint Council for Local Government Services has now reached an agreement on rates of pay applicable from 1 April 2018 and 1 April 2019 for local government employees.  The revised salary scales for clerks will be issued by NALC/SLCC next week.

FC 51.18 **EXCLUSION OF THE PRESS AND PUBLIC -** *To pass a resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960 (S1(2)) and in accordance with the provisions of Schedule 12 of the Local Government Act 1972; so as to discuss the following confidential matters.*

FC 52.18 **COMMUNITY AWARDS AND HONORARY AWARDS**