



## PEASEDOWN ST JOHN PARISH COUNCIL

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6<sup>th</sup> June 2018

### To Councillors:

Tom Clifford; Jo Davis (nominated substitute for Andrew Larcombe); Claire Parfitt; Jonathan Rich (Vice-Chair); Kathy Thomas (Chair).

You are hereby summoned to attend a meeting of the Executive Committee of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 12<sup>th</sup> June 2018 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West  
Parish Clerk

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## AGENDA

### Meeting of the Executive Committee

7.00pm

**Public Session** - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general.** Please be aware that if matters are raised not related to this agenda they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason. Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

**\*\*PLEASE ENSURE THAT MOBILE TELEPHONES ARE SET TO 'SILENT' MODE IN THE COUNCIL CHAMBER\*\***

**Please be aware that Parish Council meetings may be recorded, subject to the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.**

### **EC001 – 12/06/2018      Election of Temporary Chair**

To elect a temporary Chair to run the meeting in the absence of the Chair and Vice-Chair.

### **EC002 – 12/06/2018      Apologies for Absence**

To receive and determine approval of any apologies for absence.

**EC003 – 12/06/2018          Declarations of Interest**

To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

**Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.**

**EC004 – 12/06/2018          Actions**

To review updated copy of the actions register of items allocated to the Executive Committee (appendix A).

**EC005 – 12/06/2018          Items for Urgent Report**

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

**EC006 – 12/06/2018          Advisory Panel**

To appoint an Advisory Panel to investigate specific projects/matters and make recommendations in line with the agreed Terms of Reference and Delegations (pre-reading appendix B).

**EC007 – 12/06/2018          Centenary Armistice Beacon Lighting Event**

To consider the draft proposals for the Centenary Armistice Beacon lighting event to be held on 11<sup>th</sup> November 2018 at Beacon Hall and to discuss additional suggestions for the event (pre-reading appendix C).

**EC008 – 12/06/2018          Correspondence, Complaints and Issues**

To discuss the most appropriate processes and to review the suggested items for inclusion in a new regular Full Council agenda item reporting on correspondence, complaints and issues received by the Parish Council (pre-reading appendix D).

**EC009 – 12/06/2018          Order of Known Business**

To review the Order of Known Business document, including priorities and ear marked reserves and to determine any recommendations for consideration by Full Council (pre-reading appendix E).

**EC010 – 12/06/2018          Date and Time of Next Meeting & Future Agenda Items**

The date of the next Executive Committee meeting is to be determined.