



Rendlesham Parish Council

Heather Heelis PILCM DipHE
Parish Clerk

T: 01394 420207
E: admin@rendleshampc.org.uk

www.rendlesham.suffolk.gov.uk

SUMMONS TO ATTEND THE ANNUAL MEETING OF RENDLESHAM PARISH COUNCIL TO BE HELD VIA ZOOM ON WEDNESDAY 5 MAY 2021 at 7PM

The Press and Public are invited to attend

In accordance with Standing Order No: 38 any matter relating to an employee shall not be considered until the Council or Committee has decided whether or not the public shall be excluded (See SO No: 67). Due to the nature of the business to be transacted the meeting, or parts of it, may be closed to the press and public.

Under Standing Order No. 1. c) Meetings will last no longer than 2 hours and 1. d) If the business of the meeting has not been concluded after 2 hours a resolution will be taken to continue to conclude or defer the business in hand. In any event the meeting will last no longer than 2 hours 30 minutes.

Members: Mike Stevenson; Martyn Redfern; Douglas Burness;
James Carter; Victoria Proctor; Dave Moore;
Mike Parry; Peter Wyartt; Steff Evans;
Malcolm Booth; Ali Gibbs;

Join the meeting

<https://zoom.us/j/93720933549?pwd=d1JQNlplNbU1pU2ZnSEhma3NqSnY5UT09>

In Attendance: Mrs Heelis – Parish Clerk

PUBLIC FORUM – 15 minutes

AGENDA

- 1. ELECTION OF CHAIRMAN** (This item is taken by Mike Stevenson as outgoing Chairman)
- 2. SIGNING OF CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**
- 3. APPOINTMENT OF VICE CHAIRMAN**
- 4. ACCEPTANCE OF APOLOGIES**
To receive and accept apologies for absence
Ali Gibbs – Leave of absence

Parish Office, Rendlesham Community Centre
Walnut Tree Avenue, Rendlesham, Suffolk, IP12 2GG

5. MEMBERS' DECLARATION OF INTEREST

To receive and record members' declaration of interest on any other matter on the agenda.

6. TO APPROVE THE MINUTES OF THE MEETING HELD ON 1 MARCH 2021

7. APPOINTMENT OF MEMBERS TO COMMITTEES:

- a) Finance & Asset Committee (6 members)
- b) Planning Committee (6 members)
- c) Personnel Committee (4 members).
- d) Youth Group Charity Committee (5 members).
- e) Jubilee Park Committee (6 members).
- f) Speedwatch Co-ordinator
- g) Parish Tree Warden

8. APPOINTMENT OF REPRESENTATIVES TO THE FOLLOWING OUTSIDE BODIES:

- a) Rendlesham Community Centre Charity (2 Parish Council representatives and 1 Youth Group Charity representative)
- b) Suffolk Association of Local Councils (2 representatives)
- c) Safer Neighbourhood Team (1 representatives)
- d) Greenprint Forum (1 representative)

9. YOUTH GROUP CHARITY APPOINTMENTS

- a) Health & Safety Officer
- b) Designated Safeguarding Lead
- c) Data Protection Officer

10. RENDLESHAM PARISH COUNCIL APPOINTMENTS

- a) Health & Safety Officer
- b) Designated Safeguarding Lead
- c) Statutory Duty Holder for Water Services
- d) Data Protection Officer

SIGNED *H Heelis* DATED 28 April 2021