

BLAKENEY PARISH COUNCIL - NOTICE

The **Annual General Meeting (AGM)** of the Parish Council will take place on **Tuesday 5th May 2026 at 7pm** in The Parish Office/Parish Room.
All Councillors are hereby summoned to attend.

Members of the public are welcome to attend.

Tracey Bayfield

Mrs Tracey Bayfield
Clerk to the Council
Dated: 28th April 2026

1. To receive nominations for the **Election of;**

- (a) Chairman for 2026/27.
- (b) Vice Chairman for 2026/27.

2. To receive signed **Declarations of Acceptance of Office** – Forms from the Chairman and Vice-Chairman.

3. To receive & approve **Apologies** for absence.

To receive **Declarations of Interest** and/or requests for dispensations from members in relation to this meeting – Under the Code of Conduct, Members must declare any disclosable Pecuniary Interests. If such an interest is declared, then the member is not permitted to remain in the meeting for said item. They must not take part in the discussion or the voting.

4. To remind members that they must go online and ensure that their **Register of Declarations of Interest** via NNDC is up to date.

5. **Open Public Session** - if required.' (Maximum of 15 minutes.)

6. To review & adopt the following **PROCEDURAL DOCUMENTS** –

- i) Model Standing Orders 2025 (As amended by NALC)
- ii) Financial Regulations
- iii) Financial Risk Assessment
- iv) Asset Register
- v) Terms of Reference for Committees
- vi) List of Direct Debits
- vii) To confirm the named BPC Bank Signatories (ideally 4)

viii) Blakeney Parish Council resolves from 23rd May 2023, until the next relevant Annual General Meeting of the Council (May 2027), that having met the conditions of eligibility as defined in the Localism Act 2011 and SI965, The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the **General Power of Competence**.

ix) Operational Project Plan.

7. To appoint **Internal Auditor** for 2026/27.

8. To **Elect** Parish Councillors to represent BPC on the following outside organisations.

i) **Blakeney Village Hall Trustee Representative**

ii) **North Norfolk Coast Advisory Group**

iii) **Norfolk Association of Local Councils (Nfk ALC)**

9. **Review of Committee Structure & members:** including Sub Committees, Advisory Groups, Working Parties & Staff. Also, of other Local Authorities & not for profit bodies, if not done in the course of the year.

i) **H.R. & Finance Committee** - Terms of reference states max of 6, so quorum = 3 & with or without delegated powers?

ii) **Dinghy Park Management Group** – 3 BPC representatives plus members of the public – Terms of reference states 6 members so quorum = 3 & with or without delegated powers?

iii) **Bonfire & Fireworks Committee** – 3 to 5 members ideally & with or without delegated powers?

iv) **BPC Affordable Housing Committee (& BNHS)** – Terms of reference states 6 members, so quorum = 3 & with or without delegated powers?

v) **Party on The Pastures Committee & other additional Events** – Max 4 Cllrs plus 4 members of the public – quorum = 3

vi) **BPC & The National Trust Working Group** (no powers) – Quarterly updates – Max 3 – meetings are not open to the public

vii) **Traffic Management Working Group** (no powers) – Max 6 – meetings are not open to the public

viii) Appointment of any **New Committee**.

ix) *Review of representation on or work with external bodies* and arrangements for reporting back, which should be a written report, circulated to The Clerk and all Councillors as per Standing Orders.

END OF ANNUAL GENERAL (PARISH COUNCIL) MEETING