

Spelsbury Parish Council

Dean Ditchley Spelsbury Taston

Council members are hereby summoned to attend the Annual Council Meeting on Monday 13 May 2019 at 8.00 pm, at Spelsbury Memorial Hall. Please inform the Clerk if you are unable to attend.



Anne Ogilvie - Spelsbury Parish Clerk

07 May 2019

Agenda

1. Election of Chairman of the Council
2. Acceptance of Office of the Chairman
3. Election of Vice Chairman of the Council
4. Receive apologies for absence
5. Receive declarations of interest from Members
6. Approve and sign minutes of previous meeting
7. Review and adoption of Standing Orders
8. Review and adoption of Financial Regulations
9. Appointment of internal auditor for this financial year
10. Creation of Committees required and appointment of members to serve
11. Agreement of Committee terms of reference
12. Creation of Working Groups required and appointment of members to serve
13. Review of current Working Groups
14. Agreement of Working Groups terms of reference
15. Review of delegation arrangements to staff
16. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses
17. Review of Council asset register
18. Review of Council insurance policy
19. Review of Council's subscriptions to other bodies
20. Review of Council's complaints procedure
21. Review of Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
22. Review of Council's policy for dealing with the press/media

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23. Review of Council's employment policies and procedures
24. Review of Council's expenditure under s137 of the Local Government Act 1972
25. To fix the dates and times of ordinary meetings of the Council and Committees for the ensuing year, and next Annual Council Meeting
26. To agree and sign the Annual Governance Statement for the year ending 31 March 2019
27. To approve and sign the Accounting Statements for the year ending 31 March 2019
28. To set the date for the commencement of the Exercise of Public Rights
29. To propose Council certifies itself as exempt from the Limited Assurance Review
30. Public participation
31. Matters arising from last meeting and Clerk's report
32. Planning
 - a. Any planning applications received before date of meeting
 - b. Update of previous planning applications
33. Correspondence received – appendix A
34. Finance
 - a. To approve current expenditure – appendix B
 - b. To approve Council administration costs – appendix C
 - c. To instruct bank signatories to sign approve cheque payments
 - d. Update of current status of bank accounts – appendix D
 - e. To approve current year budget update
 - f. To approve bank reconciliation
 - g. To approve finance update
35. Business Items
 - a. "Twentys Plenty" signage – to approve purchase and placement of signage
36. Items for information only