

DENNINGTON PARISH COUNCIL



AGENDA FOR ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD ON **MONDAY 21st MAY 2018** JUBILEE HALL

Following Annual Parish Meeting

Councillors: Robert C .T. Wardley (Chair), Kathy Whitbread (Vice Chair), Matt Lunn, Robert C. Rous, Mary Mann, Doris Dearing, Nick Watts, John Calver, Rebecca. Smith

Copied for information to: County Councillor Stephen Burroughes; District Councillor Paul Rous Christopher Hudson; Suffolk Constabulary:

AGENDA

1. Election of Chairman and signing of Chairman's Declaration of Office
2. Election of Vice Chairman and signing of Declaration of Office
3. Apologies for Absence
4. Declaration of Interests
5. Confirm Council representatives and nominative representatives for:
 - Dennington Jubilee Hall
 - Dennington Consolidated Charities
 - Dennington Sports Club
6. Agree Council Committees and group/individual appointments for:
 - Tree Warden
 - Transport
 - Highways and Footpaths
 - SALC
 - Neighbourhood Plan
 - Health and Safety
7. Confirmation of Minutes for Parish Council Meeting held on February 19th 2018
8. Matters raised in Annual Parish Meeting
9. To note comments on the consultation from Dennington C.E.V.C.P regarding Academy Trust status
10. *(Councillors need to note that several years ago it had been agreed to have an annual cycle for the review of policies that spread the load across all meetings. However, the Standing Orders lay out what must be covered/agreed at the May meeting annually and the following 3 items all relate to that - items 10, 11 and 12.)*
To review and adopt Standing Orders (although previously adopted February 2018 these need to be reviewed/adopted at the May meeting annually. This year they include major revision to incorporate Data Protection legislation). The revised Standing Orders have been circulated prior to the meeting with the revisions highlighted in yellow.
11. To review and adopt Financial Regulations (again these were previously adopted February 2018 but need to be reviewed/adopted at the May meeting annually). These are unchanged.
12. To review and adopt the Asset Register (again this was previously agreed February 2018, but needs to be reviewed/adopted at the May meeting annually). This is unchanged.
13. To agree appointment of Responsible Financial Officer
14. To agree appointment of Internal Auditor

15. To agree and sign the Data Protection Regulations Policy (previously circulated).
Councillors should note that this item may be deferred to the July meeting in the light of current parliamentary debate.
16. To receive and note recommendations from the annual internal audit report (previously circulated)
17. To agree and sign the Certificate of Exemption (*background: as a smaller authority with a gross annual income or gross annual expenditure not exceeding £25,000, the council is able to certify itself as exempt, nb page 3 of AGAR*)
18. To agree and sign the Annual Governance Statement (previously circulated)
19. To agree and sign the Annual Accounting Statement (previously circulated)
20. Clerk's Report to include:-
 - signing of receipts and expenditure book
 - to confirm arrangements for cheque signatories (currently Cllr R Wardley, Cllr R Rous, Cllr M Lunn, Cllr N Watts, Cllr K Whitbread, Cllr J Calver and Ruth Hart.)
 - current financial position including account balances
 - cheques signed since last meeting
 - cheques to be signed at this meeting
 - details of insurances
 - details of subscriptions to other bodies
 - details of expenditure made under Section S137
21. Highways and Footpaths
22. Correspondence
23. Public Session

SIGNED:

DATE:

12/05/2018