

# DENNINGTON PARISH COUNCIL



## **AGENDA FOR ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD ON MONDAY May 13<sup>th</sup> 2019 JUBILEE HALL**

### **Following Annual Parish Meeting**

Councillors: Robert C .T. Wardley (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

### **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. All councillors to sign Declaration of Office following election
4. Consideration of vacancy and co-option
5. Apologies for Absence
6. Declaration of Interests
7. Confirm Council representatives and nominative representatives for:
  - Dennington Jubilee Hall
  - Dennington Consolidated Charities
  - Dennington Sports Club
8. Agree Council Committees and group/individual appointments for:
  - Tree Warden
  - Transport
  - Highways and Footpaths
  - SALC
  - Neighbourhood Plan
  - Health and Safety
9. Confirmation of Minutes for Parish Council Meeting held on February 25<sup>th</sup> 2019
10. Matters raised in Annual Parish Meeting
11. To review and adopt Standing Orders. These are unchanged from the previous year
12. To review and adopt Financial Regulations .These are unchanged.
13. To review and adopt the Asset Register The Asset Register has been updated to include the defibrillator installed at Owls Green and the picnic bench installed on the playing field. Total assets value at March 2019 £34,348
14. To agree appointment of Ms Lydia Kirk as Clerk and Responsible Financial Officer
15. To agree appointment of Trevor Brown CPFA as Internal Auditor (on recommendation of Clerk)
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 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: *R Hart*

DATE: **29/04/2019**