

To Members of the Council

Councillors are hereby summoned to attend the Annual Meeting of Brimpsfield Parish Council at the Village Hall on TUESDAY the 14th May 2019 at 7.30pm for the purpose of transacting the following business.

8th May 2019

BHOLDER.

B Holder Clerk to the Council

Date

Members of the public are welcome to attend and are invited to address the council at item 12 on the agenda following the statutory annual meeting business that the Parish Council will conduct first.

AGENDA**Welcome and introduction to new Councillors and members of the public by the existing Chair of Council**

- 1) To elect the Chairman of the council for the year 2019/20
- 2) To elect the Vice Chairman for the council year
- 3) A short pause to allow the signing of acceptance of office by Chairman, Vice Chair and all Parish Councillors in front of the Clerk.
- 4) Declaration of interests Forms will be distributed and must be returned to District Council within 28 days of taking office
- 5) To receive and consider apologies for absence.
- 6) To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).
- 7) To approve the internal auditor's report carried out on the 30th April 2019 and to note recommendations.
- 8) To confirm that the Parish Council wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to sign and return the Certificate of Exemption. (page 3 of 6)
- 9) To consider and approve the Annual Governance Statement (Section 1 of the Annual Return) for 2018-19.
- 10) To approve Section 2 of the Annual Return for 2017/18 and to sign off the end of year accounts for 2018/19.
- 11) To review Council policies
- 12) To receive comments and concerns from the public.
- 13) To approve the minutes of a Parish Council Meeting held on the 19^h March 2019.
- 14) Matters arising from previous minutes:
- 15) Council to agree process for Co-option, for the Brimpsfield Ward.
- 16) To consider and note planning applications and agree responses:
- 17) Highways and PROW Update to be noted
- 18) Finances
 - a) To approve payments
 - b) To note "budget against actual" report
 - c) To note cash book and bank reconciliation report

19) Items for information only

NOTE: no decisions can be made on items raised in this section. Discussions can lead to items being included on the Agenda for the next meeting only.