

BURROUGH GREEN PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL ON TUESDAY 14TH MAY 2019, THE READING ROOMS, AT 7.45PM
AGENDA

ANNUAL COUNCIL BUSINESS:

1. ELECTION OF CHAIRMAN AND RECEIVE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE
2. APOLOGIES FOR ABSENCE
3. ELECTION OF VICE CHAIRMAN AND RECEIVE VICE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE
4. DECLARATIONS OF ACCEPTANCE OF OFFICE BY MEMBERS
5. MEMBERS DECLARATIONS OF INTERESTS & RECEIVE UPDATED REGISTER OF INTERESTS FORMS
6. APPOINTMENT OF COUNCILLOR RESPONSIBILITIES & REPRESENTATIVES ON OUTSIDE BODIES
7. APPOINTING OF RESPONSIBLE FINANCE OFFICER
8. ADOPTION OF THE ANNUAL GOVERNANCE STATEMENT AND INTERNAL AUDIT REPORT 2018/19
9. RECEIVE THE END OF YEAR ACCOUNTS FOR 2018/19
10. TO REVIEW & ADOPT THE BUDGET FOR 2019/20
11. ADOPTION OF FINANCIAL RISK ASSESSMENT 2019/20 & REVIEW EFFECTIVENESS OF INTERNAL AUDIT PROCEDURE 2019/20
12. TO CONSIDER ANY ANNUAL DONATIONS 2019/20

ORDINARY COUNCIL BUSINESS:

13. APPROVE MINUTES OF MEETING held on 25th March 2019

14. CORRESPONDENCE

15. PLANNING APPLICATIONS:

16. HIGHWAYS

- i. Update on Traffic Calming LHI Scheme Top Road

17. PLAY AREA

- i. Land Registry Update
- ii. Annual RoSPA Report
- iii. Year End Accounts & Bank Reconciliation Report 2018/19
- iv. Discuss Purchase of 9-a side goals for Green

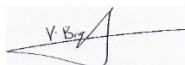
18. FINANCE:

- i. Parish Council Bank Balances/Reconciliation from list of payments and receipts for April/May 2016
- ii. Cheques for signing and approval and to authorise payment of outstanding invoices
- iii. Asset Risk & Maintenance Assessment Report
- iv. Parish Council Annual Insurance Renewal
- v. CIL Fund – Community/Village Projects
- vi. Adopt NALC Standing Orders Revised July 2018

19. PARISH MATTERS:

- i. Reading Rooms Update

20. ITEMS FOR NEXT MEETING TO BE HELD ON MONDAY 22nd JULY 2019 AT 7:45PM, IN THE READING ROOMS:
COUNCILLORS SUMMONS TO MEETING - PRESS AND PUBLIC INVITATION TO ATTEND



Vicky Bright, CiLCA, Parish Clerk / Proper Office

08.05.2019