



## Barsham Parish Council

# Annual Parish Council Meeting Agenda

Monday 20<sup>th</sup> May 2019 at 7.45pm, Barsham & Houghton Village Hall

---

Dear Councillors

10<sup>th</sup> May 2019

Your attendance is requested at the Annual Parish Council Meeting, to be held on Monday 20<sup>th</sup> May 2019 at 7.45pm following the Annual Parish Meeting, in the Barsham & Houghton Village Hall.

**Jodie Bond, Parish Clerk**

---

Public participation: Parishioners are very welcome to attend and, before the formal start of the meeting, are invited to bring any matters of interest or concern to the attention of the Parish Council.

---

1. Election of Chairman, Declaration of Acceptance of Office
2. Election of Vice Chairman
3. Welcome by Chairman and to receive and accept apologies for absence
4. Declarations of interest and requests for dispensations by Councillors
5. To adjourn the meeting to hear from Councillors and members of the public present
6. Minutes of meeting held on 11<sup>th</sup> & 27<sup>th</sup> March 2019 to be approved
7. Matters arising on the minutes (for information only) not included on the agenda
8. Shrine Traffic Update
9. Defibrillator Update
10. Memorial Bench
11. Planning Matters
  - 11.1 To receive results of applications
  - 11.2 To receive new applications
12. Financial Matters
  - 12.1 Agree the Financial Statement for the period Apr – May 2019
  - 12.2 Agree invoices to be paid
  - 12.3 Note the Internal Audit Report
  - 12.4 Agree the signing of the Exemption certificate (AGAR part 2)
  - 12.5 Agree the Governance Statement (AGAR section 1)
  - 12.6 Agree the Accounting Statement (AGAR section 2)
  - 12.7 Agree and sign the bank mandate change form to include Clerk as a signatory
13. Correspondence
  - 13.1 To receive correspondence that may require action to be taken
  - 13.2 To receive correspondence for information only
14. To consider training for new councillors and co-option policy
15. AOB
16. Date of next meeting, and subsequent meeting dates for 2019.