



ALDERHOLT PARISH COUNCIL

Notice of a public Annual Meeting of Alderholt Parish Council to be held in the Committee Room of the Village Hall on Monday 8th May 2017, commencing at 7.00pm, for the purpose of transacting the following business.

Mrs M Humby
Clerk to the Council
2nd May 2016

Members of the public are welcome to attend this meeting in which they are given an opportunity during the Public Open Forum Session to make representations relating to any item on this agenda or any other issues which they wish to bring to the attention of the Parish Council. For all other agenda items, members of the public may attend as observers only.

AGENDA

- 1. Welcome from the Chairman including housekeeping notices**
- 2. Election of a Chairman**
- 3. To receive the Chairman's declaration of Office**
- 4. Election of a Vice Chairman**
- 5. To receive new Co Opted members' declarations of Office** new Co opted Cllrs should complete their register of interest form and return it to the monitoring office within 28 days.
- 6. To receive declarations of interest and/or consider the granting of dispensations.**
- 7. To confirm the minutes of the previous Parish Council Meeting**
- 8. To review delegation arrangements, appoint committees, members to serve on these committees and to review their terms of reference Appx 1**
- 9. To appoint representatives for external bodies and village amenities Appx 2**
- 10. To consider annual items for review;(report circulated)**
 - APC Policies
 - Ongoing annual commitments including Council/Employees annual membership of DAPTC and SLCC
 - Insurance arrangements for insurance cover in respect of all insured risks
 - Fixed assets
 - Confirmation of dates and times for ordinary meetings of full council for the year ahead
- 11. To consider Approval of the Annual Return**

The Annual Return is the external audit for Alderholt Parish Council.

 - Section 1 Annual Governance Statement requires approval by the Council.
Members are acknowledging their responsibility for ensuring that there is a sound



ALDERHOLT PARISH COUNCIL

system of internal control including the preparation of the accounting statements and that statements 1-9 are agreed.

- Section 2 Accounting Statements has been completed by the clerk and requires approval by the Council. Refer also to the receipts and payments report.

12. Finance

- To authorise the monthly schedule of payments and balances of accounts
- To delegate a Cllr to countersign the cashbook for the month and electronic banking payments

13. To review any outstanding items on the action plan which are not covered by an agenda item

14. Chairman's/Clerks Notices

- Clerks report circulated

15. To Confirm the new County Councillor following the elections on 4th May 2017

16. Public Open Forum

- An opportunity for members of the public to make representations relating to any item on this agenda or any other issues which they wish to bring to the attention of the Parish Council. Following this, members of the public are welcome to attend as observers only

17. Recreation Ground

- To consider any actions required following the weekly inspection reports from the designated Parish Councillor
- To delegate a Parish Councillor to complete the Recreation Ground inspections for the following month

18. To Note the Minutes of Parish Council Committees

- Planning Committee Minutes 24th April 2017 circulated

19. To Consider Reports from Council Representatives, and External Bodies

- DAPTC Eastern Area Meeting 19/4/17

20. To consider correspondence received

21. Any other item for Report Only