

## PINVIN PARISH COUNCIL

**You are duly required to attend the Annual Meeting of the Parish Council to be held  
on Tuesday 7th May 2019  
in Pinvin Memorial Hall following the Annual Parish Meeting at 7pm.**

### AGENDA

1. Election of Chairman and signing of declaration of acceptance of office
2. Election of Vice-Chairman
3. To consider apologies for absence
4. Declarations of Interest:
  - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
5. Parishioners' comments:

**The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

6. To consider any requests for the Council to grant a dispensation
7. To note Standing Orders, Risk Assessment, Asset Register and Insurance requirements and to consider a schedule for their review (attached by email) to Approve amended Financial Regulations.
8. To note the Code of Conduct (attached by e-mail)
9. To appoint members to the following committees:
  - a) Staffing committee
  - b) Allotment committee
  - c) Finance committee
  - d) Complaints committee
10. To appoint individual councillors to the following roles:
  - a) Lengthsman liaison
11. To approve the minutes of the previous Parish Council meeting held on Tuesday 2<sup>nd</sup> April 2019
12. Matters arising from the Parish Council meeting of 2<sup>nd</sup> April 2019
13. Finance
  - a) Current Balances
  - b) Approve attached list of due payments and receipts from 2<sup>nd</sup> Apr to 7<sup>th</sup> May 19.
  - c) Proposal to consider and approve Parish insurance provision for the period June 1<sup>st</sup> 2019-June 1<sup>st</sup> 2020.

- d) Audited accounts & Annual Return: 31<sup>st</sup> March 2019
  - (i) Proposal to consider Section 1: Annual governance statement (attached)
  - (ii) Proposal to consider Section 2: Accounting statements (attached)  
*Accounts & Audit regulations 2015*
  - (iii) Consider Internal auditor's report & recommendations (attached)
  
- 14. Planning
  
- 15. Correspondence
  
- 16. Pinvin Pre School Allotment. Re fence and willow trees. (AW)
  
- 17. Reports
  - a) County/District Councillor
  - b) Village organisations
  
- 18. Date of next meeting – Tuesday 5<sup>th</sup> June 2018

*Carole Hirst,*  
Clerk to the Parish Council

