


OSGODBY PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Osgodby Parish Council, which will be held on Monday 14th May 2018 in the **Village Hall** commencing at **7.45pm**. The business to be dealt with at the meeting is listed in the agenda.

There will be a **15 minute public forum** before the meeting when members of the public may ask questions or make short statements to the Council and your attendance is also requested during this period.

Dated 8th May 2017



D. LIDDLE

Clerk to the Parish Council

BUSINESS TO BE TRANSACTED.

1. Election of Chairman
2. Apologies for Absence
3. Election of Vice Chairman
4. To receive declarations of interest in accordance with the 2011 Localism Act
5. Chairman's remarks
6. Reports from District & County Councillors, Police, Village Hall & TOPCAT, if present.
7. To review Standing Orders and Code of Conduct.
8. To review Financial Regulations
9. To discuss and resolve renewal of annual insurance policy
10. To review Council's/Employees membership of other bodies and subscriptions
11. To appoint representatives to Village Hall Committee, School Liaison and Police Liaison Committees
12. To review the Safeguarding policy and appoint Safeguarding Officer for Council
13. To review Parish Council Risk Assessment
14. To review inventory of land and assets
15. To review Complaints Procedure
16. To review Council's Procedures for handling requests made under FOI Act 2000 and Data Protection Act 1998 including compliance to new data protection legislation.
17. To review all Council policies in line with the discussions of the previous items.
18. To set forward dates for Parish Council meetings for year ahead.
19. Notes of the last meeting on 9th April 2018, to be approved as minutes
20. Clerks Report on matters outstanding
21. Planning
22. Correspondence
23. Finance & Accounts for payment
24. Annual Return for the year ended 31st March 2018
 - a) Execute review of effectiveness of internal audit
 - b) To approve Statement of Accounts
 - c) To execute Annual Governance Statement
 - d) Approve Audit Form for 2017
25. To receive and approve progress on Neighbourhood Plan

26. To discuss and resolve the request for a grant for Osgodby Primary School MUGA as discussed in the Annual Parish meeting.
27. Discuss & Resolve Parish Council Vacancy.
28. To discuss the latest status of Highway and Water Issues.
29. To discuss purchase of LALC Quarterly Review (£5) and LCR Magazine (70.00) for 2017-18
30. To update on burial land purchase
31. Refreshments for the Annual Parish meeting.
32. Items for the next meeting