

ADSTOCK PARISH COUNCIL

Notice of Meeting

to be held at Village Hall, Adstock at 8.15 pm

Tuesday 7 May 2019

The meeting will commence at 8.15pm following the APM, for the purpose of transacting the following business;

- 31/19 **Nomination & Acceptance of Chairman**
- 32/19 **Nomination & Acceptance of Vice Chairman**
- 33/19 **Attendance and apologies;** To receive and accept any apologies.
- 34/19 **Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Adstock Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 35/19 **Approval of Minutes;** To agree the minutes from the Parish Council Meetings held in the Village Hall, Adstock on 5 April 2019.
- 36/19 **Review & of Standing Orders for 2019/20**
- 37/19 **Review & of Financial Regulations for 2019/20**
- 38/19 **Risk Assessment –** agreed on April 2019
- 39/19 **Appoint representatives i.e. LAF, NBPPC**
- 40/19 **Review inventory of Land & Assets including buildings**
- 41/19 **Confirmation of Insurance cover**
- 42/19 **Review of the Councils subscriptions to other bodies i.e. BALC, SLCC, NBPPC, AVALC**
- 43/19 **Review of the Councils Complaints Procedure for 2019**
- 44/19 **Review of the Council's Procedure for handling requests made under the Freedom of Information & Data Protection Act**
- 45/19 **Determine the time & place of ordinary meeting of full Council up to and including the next annual meeting of the Full Council**
- 46/19 **GDPR;**
 - a. To agree Privacy Policy and Notice
 - b. To agree Information Policy
 - c. To agree Retention of Documents Policy
 - d. To agree GDPR Data Audit
- 47/18 **Annual Governance & Accountability Return 2018/19;**
 - a. Members to consider the findings of the review.
 - b. Members to approve the Annual Governance Statements

 - c. To agree the Bank reconciliation for 31 March 2019
 - d. To agree the Explanation of Variances
 - e. To agree the Accounting Statement for the Internal Auditors report
 - f. To agree to send a Certificate of Exemption to the external auditor
 - g. To agree the dates of the period for the Exercise of Public Rights
- 48/19 **Finance & Accounts.**
 - a To agree financial statements of accounts and bank reconciliations for the end March 2019
 - b To draw cheques
- 49/19 **Environment**
 - a. **Grass Cutting;** To note any Comments/problems
 - b. **Highways and footpaths;** to report any defects
 - c. **Play area;** To note any comments/problems
- 50/19 **Planning;** No applications at the time of printing
- 51/19 **Correspondence and communications including reports on Local Area Forum and training courses;**
 - a. Website: <http://www.adstockvillage.info>
 - b. Newsletter: To note any specific items
 - c. Oxford to Cambridge Expressway
- 52/19 **Councillors Forum** (under adjournment); for Councillors to bring any concerns to the table to be added to the next agenda for discussion.
- 53/19 **Date and time and venue of the next meeting;** The next meeting will be held in the Village Hall, Adstock on 4 June 2019 at 8 pm. TBC

Ruth Millard - Clerk to the Parish Council

NOTE Members of the public are entitled to attend Parish Council Meetings unless the Parish Council specially resolve to exclude them from any

Notice posted: Thursday 2 May 2019

ASTOCK PARISH COUNCIL

particular meeting or while particular matters are being discussed, but are not entitled to speak unless expressly invited.