

MORTIMER WEST END PARISH COUNCIL

Member of the Hampshire Association of Local Councils

Clerk: Christine McGarvie. 71 Pelican Road, Pamber Heath. RG26 3EL

Email: parishclerk@mortimerwestendpc.org.uk Tel: 0118 970 1576

AGENDA FOR ANNUAL MEETING

Councillors are hereby summoned to attend, and members of the public and press are invited to attend the Annual meeting of Mortimer West End Parish Council, to be held on:

Date: Thursday 16th May 2019 **Time:** 7.30pm **Place:** Mortimer West End Village Hall

- 1 To Elect a Chairman of the Parish Council**
- 2 To Elect a Vice-Chairman of the Parish Council**
- 3 To accept councillors declarations of office (signed before the meeting) and agree that any councillor not present can sign before the next meeting.**
- 4 Appointment of parish council representatives to outside bodies**
- 5 Review of policies and procedures including standing orders and financial regulations**
- 6 Delegation of Authority for Clerk to make planning application returns**
- 7 Apologies for absence**
- 8 To receive declarations of interest relating to items on the agenda**
- 9 Minutes of the Last Parish Council Meeting**
 - 9.1 To approve and sign the minutes of the meeting of 21st March 2019
 - 9.2 Matters arising from minutes not otherwise on agenda
- 10 Open Forum – To hear matters raised by members of the public, or Cllrs with a prejudicial interest either on agenda items, or for future consultation (maximum period of 10 minutes only).**
- 11 Planning & Development**
 - 11.1 To note receipt of new applications and make comment
No new applications
 - 11.2 To note receipt of any approval/refusals
- 12 Highways & Footpaths Matters**
 - 12.1 New Highways issues
 - 12.2 Speedwatch
- 13 Parish Environment**
 - 13.1 Village gateway signs
- 14 Reports**
 - 14.1 Clerk's report
 - 14.2 To receive reports from parish council representatives
 - 14.3 County Councillor report
 - 14.4 Borough Councillor report
- 15 Finance**
 - 15.1 To approve payments, bank reconciliation and receipts.
 - 15.2 To discuss the internal auditors report and review internal controls.
 - 15.3 To approve the Annual governance statement for 2018/19
 - 15.4 To approve the end of year Statement of Accounts for 2018/19 and consider declaring exemption from internal audit.
 - 15.5 To approve updated asset register
 - 15.6 To agree the dates for the public exercise of rights
 - 15.7 To consider insurance renewal quotes
- 16 Confirm Date of Next Meeting – 30th May Annual Parish Assembly**

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