

BARTON PARISH COUNCIL

Annual General Meeting

Agenda

29th May 2018 at Barton Village Hall, 7.00pm

1. ELECTION OF CHAIRMAN - Members are requested to elect a Chairman for the next 12 months.

2. ELECTION OF VICE- CHAIRMAN Members are requested to elect a Vice-Chairman for the next 12 months.

3. APOLOGIES FOR ABSENCE

4. APPROVAL OF THE MINUTES of the meeting held on 28th March 2018 - **The Chairman is required to sign the Minutes as a true record.**

5. TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS - Members are reminded of their responsibility to declare any personal / prejudicial or disclosable pecuniary interest in respect of matters contained in this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing. At the start of each municipal year Members are requested to check, and update their notification of interest forms.

6. APPOINTMENT OF REPRESENTATIVES

- 5.1 Preston City / Parish Councils Joint Consultative Committee
- 5.2 BB&M War Memorial Committee

7. ADMINISTRATION - Members are asked to confirm the following administrative / financial procedures :

a. Meetings will continue to be held at Barton St Lawrence School, Barton Village Hall or Barton Bowling Club at least 6 times a year to include a parish meeting and AGM in the month of May

8. GENERAL DATA PROTECTION REGULATIONS Due to the new GDPR Regulations which came into force on the 25th May, Members are requested to confirm that the Council has considered, updated and approved new practices and policies in order that the Parish Council and individual Members understand and comply with the new Regulations.

9. PUBLIC PARTICIPATION The meeting may be adjourned at this point to listen to any representations from the public, police, or community groups wishing to bring matters to the attention of the Council. This will be a time limited session up to 20 minutes. This can be extended at the discretion of the Chair. NOTE: Matters requiring a Council decision or support must be included as a specific agenda item. If individuals wish to speak on an Agenda item this is the time when it should be done.

10. TO CONSIDER PLANNING APPLICATIONS - The Parish Council is requested to consider any applications and make representations to the City Council. Details of any applications will be available at the meeting and can be viewed on www.preston.gov.uk

There were no planning applications to consider at this time.

11. FINANCIAL STATEMENT 1ST APRIL – 30TH APRIL 2018 The Chairman is asked to verify that the finance and bank statements have been reconciled.

12. ACCOUNTS FOR PAYMENT AND RECEIPTS Members are requested to agree the following payments :

Zurich Insurance **£357.66**

Payment to Clerk for parish laminator and stationary for Parish Meeting **£47.22**

Members are requested to NOTE receipt of the Precept of **£10,400** and CIL Payment **£65,164.11**

13. BALANCE OF BARTON PARISH COUNCIL ACCOUNTS AS AT 29TH MAY 2018

14. INTERNAL AUDIT REPORT 2017-18 Members are requested to consider approving the Internal Audit Report for 2017/18 financial year. A full copy of the report can be viewed on the Parish Council Website. Following the Internal Audit, all the required documents will be sent to the external auditor.

15. ANNUAL GOVERNANCE STATEMENT 2017/18 FOR BARTON PARISH COUNCIL – Members are requested to approve the Annual Governance Statement for 2017/18 (Section 1) and the Chairman is requested to sign the appropriate documentation.

16. EXTERNAL AUDIT ACCOUNTING STATEMENTS 2017/18 FOR BARTON PARISH COUNCIL- Members are requested to consider for approval the Accounting Statements 2017/18 in relation to Barton Parish Council. The chairman is requested to sign the appropriate documentation.

17. 2018-19 INSURANCE The Parish Council insurance is due for renewal on the 1st June at a charge of £357.66. Members are requested to confirm that the Council's insurance requirements are satisfactory with particular regard to the policy cover, valuation of the Council's assets which this year include the Speed Indicator Device. Members are requested to approval the renewal with Zurich.

18. NOTE NEW CORRESPONDENCE - Members may be requested to NOTE any new correspondence received since the issue of the Agenda.

LALC will be hosting a new Councillors and Clerks training / refresher course. Module one is on Saturday 14th July and the clerk has requested to attend. Members are requested to approve a payment of £33 for the module

19. ANY OTHER BUSINESS

20. DATE OF NEXT MEETING –Members are requested to agree the dates of the next two parish council meetings.