

CUDDINGTON PARISH COUNCIL

**NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE
PARISH COUNCIL WILL BE HELD ON:**

ANNUAL GENERAL MEETING

Tuesday 28th May 2019 at 7.30pm in the Bernard Hall

A G E N D A

1. **Election of Chairman**, to elect the Chairman of the Parish Council for 2019/20
2. **Apologies**, to receive apologies for absence
3. **Election of Vice Chairman**, to elect the Vice Chairman of the Parish Council for 2019/20
4. **Declaration of Acceptance of Office by Chairman**, to complete relevant paperwork

Parishioners Question Time

5. **Representatives of Committees/Working Groups**, to agree representations of Working Groups
6. **PC Governance**, to review 2019/20 Standing Orders, Code of Conduct, Financial Regulations, Risk Assessment, Complaints Procedure and Equality Policy.
7. **Approval of Draft Minutes** – Monday 23rd April 2019
8. **Matters Arising**, from previous Minutes
9. **Declarations of Interest**, in accordance with Sections 30(3) and 235(2) of the Localism Act 2011, Councillors to declare any personal, prejudicial or pecuniary interests pertaining to the agenda.
10. **Correspondence** including email from Parishioner reference signage on footpaths.
11. **Reports from Councillors attending meetings and outside organisations**
12. **Contributions from AVDC and BCC Cllrs**
13. **Planning**, to note there were new applications at the time of issuing the Agenda.
14. **Neighbourhood Plan**, to provide update on VALP and Modifications. To receive recommendations from the Steering Group for the Draft Neighbourhood Plan. **End of Grant Report NPG-10099 report**, to approve by resolution and sign.
15. **New Homes Bonus and Traffic Plan**, to progress with submission of application for funding.
16. **Finance**
 - a. **Year End Balance (31st March 2019)** - £25,599.59 (plus unrepresented cheques £1,555.89 and less outstanding receipts £4,038.81 – VAT) = **£23,116.67**
 - b. **Balance from Minutes of previous meeting (23rd April 2019):** **BALANCE: £19,816.73**
 - **Receipts: £21,385.24 (£846.43 (BCC Devolution Grant), £4,038.81 (VAT Return), £16,500.00 (AVDC Precept)**
 - **Debits: 0.00**
 - **Plus unrepresented cheques: £808.14** - £28.80 (Oxford IT), £632.65 (Clerk), £12.66 (LS), £49.03 (RCHO Ltd), £60.00 (Oxford IT), £25.00 (BKV)
 - **Balance of Bank Account: £42,010.11** (as at 4th May 2019)
Available Funds: £41,201.97 (balance of bank account less unrepresented cheques)
 - c. **Orders for Payment: £1,197.91**
 - **Venetia Davies - £432.00** (Additional 4 hours for end of year accounts and Audit)
 - **Ken Birkby - £65.91** (AGM Refreshments)
 - **Simon Brown - £700.00** (Village Grass cutting – April and May)
 - **BALANCE: £40,004.06** (Available Funds less Orders for Payment)
 - d. **Audit:** c1) to review the effectiveness of the system of internal control, prepare the annual governance statement and approve. c2) to consider the Accounting Statement and approve by resolution and sign.
17. **Assets of Community Value**, to note new deadlines.
18. **Items for Information** including
 - Buckinghamshire Council - Design Workshops for Town and Parish Councils, Thursday 13th June (6.00-8.00pm), New County Offices, Aylesbury, HP20 1 UY.
 - Officer report for LAFS (now replaced by Local Area Forums Team) and new Local Area Forum mailbox – localareaforum@buckscc.gov.uk.
19. **Date and Time of Next Meeting:**

Monday 24th June 2019

Venetia Davies
Clerk and RFO