

# ALDFORD AND SAIGHTON PARISH COUNCIL

I hereby give notice that the Annual General Meeting of the above Council will be held at Aldford Village Hall on Wednesday 15th May 2019.

**Councillors are summoned to attend**

**The Public are welcome to attend.**

Claire Taylor

Clerk

## AGENDA

- 1) Outgoing Chairmans Annual Review
- 2) Election of Chairman
- 3) Acceptance of Office and completion of Members Notice of Interest form (Chairman and all new Members)
- 4) Election of Vice Chairman
- 5) Apologies for Absence
- 6) Public Participation (Limited to 10 minutes)
- 7) Police Update
- 8) Borough Councillors report
- 9) Declarations of Interest
- 10) Minutes of last meeting (5 December 2018)
- 11) Matters arising
- 12) Approval of Statutory Documents
  - (i) CWAC Code of Conduct
  - (ii) Standing Orders
  - (iii) Financial Regulations/ Appointment of Signatories
  - (iv) Risk assessment
- 13) Annual Insurance (Due 1.6.19)
- 14) Planning Matters
- 15) Accounts
  - (i) General
  - (ii) To note Internal Audit concluded by Hacker Young
  - (iii) To approve Annual Statement of Accounts Part 1
  - (iv) To approve Annual Statement of Accounts Part 2
  - (v) To declare Smaller Authorities Exemption from external audit.
  - (vi) Appointment of Internal Auditor for 2019/20.
- 16) Standing Consideration of Highway Matters
- 17) Correspondence
- 18) Any other Business
- 19) Date of next meeting (4 September 2019 TBC)

