

# **BELTON WITH BROWSTON PARISH COUNCIL**

**CHAIR : PETER NICHOLS**

**VICE CHAIR :MICHAEL GRAYSTONE**

**To members of the Council: You are hereby summoned to attend the**

## **ANNUAL PARISH COUNCIL MEETING**

**of Belton with Browston Parish Council,**

**which will be held on Tuesday 21<sup>st</sup> May 2019 7.30pm**

**at New Road Sport & Leisure Centre**

### **MEETING AGENDA**

#### **1-ELECTION OF CHAIRMAN:**

Nominations are invited for the post of Parish Chair for 2019/20.

#### **2-ELECTION OF VICE CHAIR:**

Nominations are invited for the post of Parish Vice-Chair for 2019/20.

#### **3-COUNCILLOR CO-OPTION:**

To be discussed by all members.

#### **4-APOLOGIES FOR ABSENCE:**

Apologies together with reasons for absence will be taken and recorded. If you are unable to attend please inform the Clerk as to your willingness to take on any role or amend current role.

**PUBLIC SECTION:** The Council allows up to 15 minutes for views and concerns from the public.

Questions will be considered by the councillors/clerk & if necessary form a future agenda item. To include Police, Borough and County Cllr Reports.

#### **5-FINANCIAL& BANK MANDATE:**

Confirmation of: RFO/External Auditor/Internal Control Officer plus New Road and Council signatories & Bank access

#### **6-CONFIRMATION OF COMMITTEES/WORKING PARTIES:**

To include New Road Management, Allotments, Appraisal and Finance. Portfolios will be confirmed at the June meeting.

#### **7-STANDING ORDERS/FINANCIAL REGULATIONS:**

To re-adopt Council Standing Orders and financial regulations.

#### **8-DECLARATION OF INTEREST:**

Councillors to state any known conflict of interest, personal or believed prejudicial on agenda items.

#### **9-MINUTES:**

Minutes from meeting held on 16/04/19 will be presented for approval.

#### **10-MATTERS ARISING:**

The Clerk and others as appropriate will update on any relevant points

#### **12-NEW ROAD CAR PARK:**

The Clerk to report quotations received to repair the surface of the car park.

#### **13-ADMINISTRATION AND FINANCIAL MATTERS:**

Cllr Buckworth and RFO will update as appropriate on any administration and financial matters, including payments of accounts and insurance quotations.

#### **14-INTERNAL AUDIT REPORT:**

The Clerk to report.

#### **15-APPROVAL OF ANNUAL RETURN**

To approve the Annual Governance Statement and Accounting Statements.

#### **16-WOODLAND TRUST – FREE TREES FOR SCHOOLS & COMMUNITIES**

Suggestions by members on what areas in the villages trees could be planted, what varieties to apply for, who will undertake the planting, plus any other issues.

#### **17-PLANNING:**

To consider any applications submitted and reviewed earlier.

#### **18-PORTFOLIOS:**

Members to report as appropriate.

Signed by the Parish Clerk: **Kate Palmer**

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