

# ACTON BRIDGE PARISH COUNCIL

## A G E N D A

First ordinary Meeting of the newly elected Parish Council  
Monday 13th May 2019 - Parish Rooms at 7 – 30 pm

### **PART 1 – New Parish Council Administration**

- 1 Apologies for Absence**
- 2 Declaration of Acceptance of Office**
- 3 Election of Chairman for the forthcoming year**
- 4 Election of Vice-Chairman for the forthcoming year**
- 5 Completion of ‘Notification of Members Interests’**
- 6 Adoption of Code of Conduct**
- 7 Standing Orders**  
To agree adoption of the Parish Council's Standing Orders
- 8 Financial arrangements**  
To agree the:
  - 8.1 adoption of Financial Regulations
  - 8.2 appointment of the Responsible Financial Office
  - 8.3 appointment of the Internal Auditor
  - 8.4 bank account, appointment of signatories and rules for transfer of funds
  - 8.5 insurance for Council, members and employees
  - 8.6 risk assessments.
  - 8.7 register of assets
  - 8.8 Councillor's Request for Dispensation
- 9 Co-option of members**  
*To fill vacancies remaining unfilled following an ordinary election.*
- 10 Correspondence received**  
To note any correspondence received
- 11 Future meetings**
  - 11.1 To agree the Calendar of meetings for the forthcoming year

### **Part 2 – Ordinary Meeting**

- 1 Public Matters.**
- 2 Minutes of previous meeting**
  - 2.1 AGM minutes
  - 2.2 Minutes of April meeting
- 3 Matters arising.**
- 4 Planning Applications**
- 5 Planning Decisions**
- 6 Financial Matters**
  - 6.1 Authority for signing cheques
  - 6.2 To confirm acceptance of Sections 1 and 2 of the Annual Governance and Accountability Return for 2018 - 19
- 7 CW&C Ward Councillors**
- 8 Reports from other meetings.**
- 9 Correspondence.**
- 10 Village Matters**
- 11 Any other business**
- 12 Date of next meeting**