

MONKLAND AND STRETFORD PARISH COUNCIL

Councillors are duly summoned to attend the **Annual Meeting of the Parish Council**
Tuesday 10th May 2016 at 7.30pm in Monkland Village Hall.

AGENDA

1. To: Elect a Chairman/Sign Declaration of Office
2. To: Elect a Vice Chairman
3. To Receive Apologies for Absence
4. All councillors to confirm Declarations of Interest and Applications for Dispensation
5. To: Elect other Officers:
 - 5.1 A Responsible Finance Officer
 - 5.2 Footpath Officer
 - 5.4 Representative to the Village Hall Committee
6. To Receive Reports:
 - 6.1 Herefordshire Council – To Receive the Ward Cllrs Report
 - 6.2 Policing Matters - Local Police Officer/Community Support Officer
 - 6.3 Village Hall Committee -
 - 6.4 Village Footpaths -
 - 6.5 Balfour Beatty – Locality Steward
 - 6.6 Newsletter
7. **Open session - Matters raised by local residents.**
 - 7.1 Close open session
8. To Approve Minutes of Meeting held on Thursday 8th March 2016
 - 8.1 matters arising : Sale of hay
9. Finance Matters:
 - 9.1 Bank Balances - circulated
 - 9.2 To approve the Annual Governance Statement 2015/2016
 - 9.3 To Approve the Annual Accounts for 2015/2016
 - 9.4 To Appoint an Internal Auditor
 - 9.5 To Consider and Approve the following Payments:
 - 9.5.1 Payments made since last meeting - £342.60 Lengthsman
 - 9.5.2 Outstanding Invoices
 - 9.5.3 Insurance Renewal 2016/2017
 - 9.6.4 Churchyard Grant - see letter
 - 9.6.5 Payment to Internal Auditor
 - 9.6 To Appoint/confirm Bank Signatories

Parish Clerk : Lesley Hay

Bank Croft Monkland Leominster Herefordshire HR6 9DB

- 10. To Consider adopting the Standing Orders; Financial Regulations; Financial Risk Assessment; Code of Conduct
- 11. Lengthsman work sheet for June and July 2016
 - 11.1 Update on lengthsman funding
- 12. Planning applications – Manor House Farm - pre-planning application
- 13. Annual Review of Clerk’s Contract of Employment/ Salary/contracted hours review
- 14. Items for the Next Agenda [no discussion]
- 15. To Confirm the Date of the Next Parish Council Meeting

Signed: Date: