

BLETSOE PARISH COUNCIL

I hereby summon you to attend the Annual Meeting of Bletsoe Parish Council on Thursday 21st May, 7:30pm at the Village Hall

A G E N D A

<u>Item</u>	<u>Documentation</u>
1. Election of Chairman	
2. Declaration of acceptance of office	Written
3. Declaration of acceptance of office by remaining parish councillors	Written
4. To consider co-option of any interested parties	
5. To consider any requests for dispensations	Written
6. Apologies for Absence	
7. Declarations of interest	
8. To approve the minutes of previous meeting held on Monday 20 April 2015	Written
9. Matters arising from minutes	
10. Public Open Session (15 minutes)	Oral
11. To allocate areas of responsibility within the Parish Council	Oral
12. To consider advice regarding tree works for the Parish Field	Written
13. To approve the revised standing orders	Written
14. To note the Yearly Play Inspection report and approve any recommendations	Written
15. Planning - to note the report and comment on any new planning applications received	Written
16. To receive an update regarding the Neighbourhood Development Plan	Oral
17. Financial matters:	
(i) To approve the insurance renewal premium with Aviva	
(ii) to approve the accounts for payment	Written
(iii) to note the annual spend against budget	
(iv) to approve the amendments to the Bank Mandate	
(v) to approve the Annual Return for 2014-15	
(vi) to approve the Statement of Governance for 2014-15	
(vii) to note the Internal Audit report for 2014-15	
(viii) review of risk assessment including effectiveness of internal audit	
18. To note the Clerk's report	Written
19. Parish Concerns	Oral
20. Date of Next Meeting – Monday 20 th July	

A Southern, Clerk
16th May 2015