

LOCAL GOVERNMENT ACT 1972

Parish of Avon Dassett

Notice of Next Parish Council Meeting is Hereby Given That

A Meeting of the above Parish will be held at the Reading Room on
Thursday 24th May 2018 at 7.30 pm

The meeting will be open to the public unless the Council otherwise directed

AGENDA OF ANNUAL MEETING OF THE PARISH COUNCIL

(Prior to the commencement of the meeting, elected members will complete Declaration of Acceptance of Office & Register of Member's Interests forms).

- 1) Election of Chairman, Vice-Chairman (completion of Acceptance of Office forms), Data Protection Overseer and Data Protection Officer
- 2) Apologies
- 3) Confirm minutes of last Annual Meeting held on 22nd May 2017
 - a) <http://www.avondassettparishcouncil.com/app/download/7818096/20170522+Avon+Dassett+PC+Annual+Meeting+Minutes.pdf>
- 4) Financial Report
 - a) RFO certification of accounts: Properly representing receipts and payments 2017-2018 financial year
 - b) Approval of ADPC Statement of Accounts
 - c) Signing and dating of ADPC Account statement
 - d) Audit: Consideration and signing and dating of Annual Governance Statement
 - e) Audit: Consideration and signing of Accounting Statements 2017/18
 - f) Internal Audit Report for the 2017-2018 financial year
- 5) Annual review of:
 - a) Avon Dassett Emergency Plan
 - b) The Fixed Assets List
 - c) The Non Financial Standing Orders
 - d) Banking Standing Orders and Direct Debits (HMRC, Information Commissioners Office, Npower, Warwickshire Pension Fund)
 - e) The Financial Regulations
 - f) Risk Assessment
 - g) Planning Policy
 - h) Data Protection
 - i) Freedom of Information
 - j) Reserves
 - k) Retention of Documents
- 6) Charities Report
- 7) Member Reports

This will be followed by ADPC's Annual Parish Meeting.

Hide-Wright
17th May 2018