

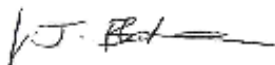
# Defford and Besford Parish Council

Clerk: Linda Blake, 59 Shrubbery Road, Drakes Broughton, Worcs WR10 2BE  
Tel. 01905 841740 - email: deffordclerk@live.co.uk

**To: All Members of the Parish Council**

**Dear Councillor,**

You are hereby summoned to attend **The Annual Meeting of Defford and Besford Parish Council** to be held on **Tuesday 12 May 2015** at **Defford Village Hall commencing at 7.45pm** for the transaction of the business shown on the Agenda below.



Clerk: Linda Blake, 59 Shrubbery Road, Drakes Broughton, Worcs WR10 2BE  
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## **AGENDA**

- 1. Election of Chairman of the Council and signing of declaration of office**
- 2. Election of Vice-Chairman of the Council and signing of declaration of office**
- 3. Apologies**
- 4. Declarations of Interest:**  
Register of Interests: Councillors are reminded of the need to update their register of interests.
  - a) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - b) To declare any Other Disclosable Interests in items on the agenda and their nature.

### **The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

- 5. Minutes of the Parish Council Meeting held on Tuesday 25 March 2015 to be confirmed and signed**
- 6. To nominate representatives to the following outside bodies:**
  - a) The Planning Committee
  - b) The Finance and General Purposes Committee
  - c) Defford Relief in Need
  - d) Village Hall Management Committee
- 7. To confirm the Bank Signatories / Bank Mandate**
- 8. Co-option – to set a date to fill by co-option 3 vacant seats on the Parish Council**
- 9. To agree the dates and venues of future meetings for the year**
- 10. To review the following:**
  - a) Standing Orders – (revised based on latest NALC model)
  - b) Financial Regulations – (revised based on latest NALC model)
  - c) Asset Register & Risk Assessment

### **And adjournment of the following matters to future Council meetings:**

- d) Review of delegation arrangements
- e) Review of the terms of reference for committees;
- f) Review of the council's complaints procedure;
- g) Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998; and
- h) Review of the council's policy for dealing with the press/media

**11. Planning**

- a) New Applications
- b) Wychavon District Council decisions

**12. Finance**

- a) To approve any payments due
- b) To approve the Accounts for the financial year 2014/15
- c) To approve the Annual Return for the financial year 2014/15

**13. Insurance:** To review the Council's Insurance Policy for the period 1 June 2015 until 31 May 2016.

**14. Use of New Homes Bonus Money – Update on matters**

**15. Councillors reports**

- a) County Councillor A Hardman
- b) District Councillor for Eckington Ward
- c) Parish Councillors

**16. Correspondence for Information**

**17. To confirm date of the next meeting**

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND