

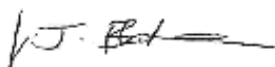
Defford and Besford Parish Council

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 **Wednesday 25th May 2016** at **Defford Village Hall commencing at 6:30pm** 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:**
 - 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 22 March 2016 to be confirmed and signed**
- 6. Parish Clerk's Report** – Verbal update on ongoing matters.
- 7. 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
 - e) Bredon Conservation Group
- 8. To confirm the Bank Signatories / Bank Mandate**
- 9. To review the following:**
 - a) Standing Orders
 - b) Financial Regulations
 - c) Asset Register

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

10. Planning

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

11. Finance

- a) To approve any payments due
- b) To approve the Accounts for the financial year 2015/16
- c) To approve the Annual Return for the financial year 2015/16

12. Insurance: To review the Council's Insurance Policy for the period 1 June 2016 until 31 May 2017.

13. Correspondence for Information

14. To confirm date of the next meeting – 19th July 2016 at Besford Community Hall.

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND