

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the next Meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Tuesday 18th June 2019** at Norton Parish Hall, Littleworth.

Public Question Time: From 7.30pm 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, before the start of the Parish Council meeting at 7.45pm. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting.

Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Signing of Undertakings and Declarations of Office**
- 3. Changes to membership**
- 4. Declarations of Interest**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests and to return their Register of Interests Form to the Monitoring Officer within 28 days of taking office.
 - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d. Written requests for granting of a dispensation (S33 Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.
Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
- 5. Independent Internal Audit Report** (Chairman/Responsible Finance Officer) **7.55pm**
To receive and consider the Internal Audit Report 2018/19
- 6. Annual Governance Statement** (Chairman/Responsible Finance Officer) **8.05pm**
To consider, approve and sign off the Annual Governance Statement 2018/19 (Section 1 of the Annual Governance and Accountability Return (AGAR))
- 7. Accounting Statements 2018/19 and Accounts for Year Ended 31st March 2019** **8.15pm**
(Chairman/Responsible Finance Officer)
To consider, approve and sign off the Accounting Statements 2018/19 (Section 2 of the AGAR) and the accounts for the year ended 31st March 2019.
- 8. Exercise of Public Rights** (Chairman/Responsible Finance Officer) **8.25pm**
To ensure the date has been set for the commencement of the period of the exercise of public rights, which must include the first ten working days in July.
- 9. Completion of the Remainder of the AGAR and Submission to External Auditor** **8.30pm**
(Chairman/Responsible Finance Officer)
To ensure completion of the remainder of the AGAR as required and submission with supporting documentation by Monday 1st July.
- 10. Worcester Parkway Station/Norton Active Travel Corridor** (Chairman) **9.30pm**
To consider Norton Active Travel Corridor proposals and communication of the proposals to the local community/a briefing event.
- 11. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 12. Councillors' reports and items for future agenda** (Chairman)
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 13. Date of next meeting**
Parish Council meeting 27 June 2019

Signed

Jane Greenway

Mrs Jane Greenway

Clerk to Norton-Juxta-Kempsey Parish Council

12th June 2019