

RUSHWICK PARISH COUNCIL

**YOU ARE DULY REQUIRED TO ATTEND THE NEXT MEETING OF RUSHWICK
PARISH COUNCIL TO BE HELD ON
WEDNESDAY 11th MAY 2016 AT 7.00 PM IN THE VILLAGE HALL
TO CONCLUDE NO LATER THAN 7.55PM
where the business set out in the agenda below will be transacted.**

Members of the public 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. Members of the public may not take part in the Parish Council meeting.

S BAXTER
Clerk & Responsible Finance Officer
Tel: 07815 468928
29th April 2016

A G E N D A

1. Election of Chairman and Declaration of Office of Chairman
2. Apologies: To receive apologies and approve reason for absence
3. Declarations of Interest
 1. Register of Interests: Councillors are reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 3. To declare any Other Disclosable Interests in items on the agenda and their nature.

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 item/s unless a Dispensation has been granted. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

4. To Consider written requests from Councillors for the Council to Grant a Dispensation (S33 of The Localism Act 2011) written requests to be with the clerk prior to the meeting

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 the 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. This period is not part of the formal meeting; brief notes will be appended to the minutes.

5. Minutes: To consider the adoption of the minutes of The Parish Council meeting of 13.04.16
6. To elect / appoint the following Officers/representatives -
 - Vice Chairman
 - School Representative
 - Village Hall Committee representative
 - Playscape representative
7. To appoint members to the following:
 - a) Staffing Committee
 - b) Planning Committee
8. Progress Reports: Matters arising from previous minutes and review of Action Plan
9. Parish Lengthsman Scheme: Update

10. Finance
 1. To authorize payment of accounts as per schedule
 2. To review/update asset register
 3. To approve Bank Reconciliation Statement to 31.03.16
 4. Budget Monitoring to 31.03.16 – For Information Only
 5. Proposal to approve Section 1 – Annual Governance Statement 2015/16
 6. Proposal to adopt and sign Section 2 of Annual Return 2015/16
 7. Appointment of Internal Auditor 2016/17 and terms of reference
11. To review and adopt model Standing Orders
12. To review and adopt model Financial Regulations
13. Dates of Council meetings for the year ahead.
14. To consider Application Discretionary Rural Rate Relief- Whitehall Inn
15. Correspondence for Information
16. Councillors' reports and items for future agendas
17. **Date of next meeting – 8th June 2016 at 7.30 pm in Rushwick Village Hall**