

MILBURN PARISH COUNCIL

Annual Parish Meeting in the Village Hall on Tuesday, 3rd May 2016 at 7.30pm

This is an opportunity for you to speak to the Parish Council about any matter that concerns you in the Parish. The meeting is followed by the AGM of the Parish Council.

Annual Parish Meeting Agenda

- 1. To approve minutes of the last Annual Parish Meeting*
- 2. To discuss matters arising from the above minutes*
- 3. To receive the Annual Report of the Council*
- 4. To hear any matters of concerns from electors*

A.G.M. Agenda

- 1. To elect a Chairperson*
- 2. To receive apologies for the meeting*
- 3. To register interest in any item on the agenda*
- 4. To approve the minutes of the last Parish Council Meeting*
- 5. To discuss matters arising from the above minutes*
- 6. Parish Council Website*
- 7. Planning Application for Mr & Mrs A Wood - Rear Extension, Laurel House, Milburn*
- 8. Draft Contract of Employment*
- 9. Review Standing Orders for Tenders*
- 10. Risk Assessment*
- 11. Asset Register*
- 12. Finance -*
 - a) Audit Form Sign Statement of Accounts
Complete and sign Annual Governance
Statement
Arrange for Internal Audit*
 - b) Receive the Statement of Accounts for year ending 31st March
2016*
 - c) Receive the Council's Estimated Accounts for 2016 – 2017*
 - d) CALC Subscription due of £106.00*
 - e) 123-reg - 1 year domain for "milburnparishcouncil.co.uk" £35.86*
- 13. Correspondence received since last meeting*
- 14. Public Participation (at the Chairperson's discretion)*
- 15. Discuss electors' concerns from Annual Parish Meeting*
- 16. Any other Business*
- 17. Date of next meeting - 5th July 2016*

If you wish to add anything to the agenda, please inform the Clerk, Joan Connelly, Milburn Parish Council 017683 52469

Councillors

Michael Armstrong, Julian Bower Farm, Cliburn, Tel 07817367076, Ray Healey, Townhead Tel 61447, Sally Linsley, Red Carle Tel 61322, Pauline Moran, The Smithy Tel 6140, Dennis Richardson, Townhead Farm Tel 61430