

The Annual Meeting of Stansfield Parish Council will take place on Monday 16th May 2016 at 7p.m. in Stansfield Village Hall

Members of the public are welcome.

AGENDA

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by the Parish Council's Code of Conduct.
3. To elect a vice chairman.
4. To update Register of Members' Interests form.
5. To accept apologies and reason for absence.
6. Declaration of interest by Councillors in items on the agenda.
7. To approve the minutes of the meeting held on Monday 21st March 2016 and the planning meeting held on Wednesday 30th March 2016
8. To receive an update on the list of actions agreed at the last meeting
9. To discuss the following financial issues:
 - a) Approval of payments authorised between meetings
 - b) Approval of any payments and signing of Schedule of Payments
 - c) Approval of the record of online payments made since the last meeting
 - d) Signatory to complete the checklist of Internal Controls
 - e) Internal control of the 2015/16 accounts carried out by Sarah Hopkins
 - f) Update on the inspection of Parish Council property carried out by Sarah Hopkins
 - g) To approve the Income and Expenditure accounts for the financial year 2015-2016
 - h) To complete and sign sections 1 and 2 (Statement of Assurance and Statement of Accounts) of the Annual Return 2016
 - i) To approve and sign the supporting notes for the Audit 2016.
 - j) To receive the precept information for 2016/17
 - k) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2016
 - l) Backing up of Council files
10. To discuss any planning issues
11. To discuss any highways/Rights of Way issues/tree/transport issues
12. To discuss any village issues
13. To discuss the following correspondence:
 - a) Letter from the SNT re attendance at meetings
 - b) Letter from MAGPAS requesting a donation
14. Any other business for noting or including on the agenda of the meeting on Monday 18th July 2016