

# Severn Stoke & Croome D'Abitot Parish Council

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**You are required to attend a Meeting of Severn Stoke & Croome D'Abitot Parish Council to be held at The Parish Hall, Severn Stoke on Monday 13<sup>th</sup> May 2019 at 8.00pm in order to consider the following business:**

**Public Question Time:** From 8pm 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.

(All Councillors to sign Declarations of Acceptance of Office)

## AGENDA

- 1 Election of Chairman and signing of Declaration of Office by all Councillors
- 2 To consider apologies and to approve reasons for absence
- 3 Election of Offices
  - a. Vice Chairman
  - b. Parish Council Representative at Parish Hall meetings
  - c. Financial group
  - d. Flood Defences group
  - e. Staffing group
- 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.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.
- 5 Minutes – to consider the approval of the minutes of the meeting held on 13<sup>th</sup> March 2019
- 6 To review the National Standing Orders for Severn Stoke & Croome d'Abitot Parish Council (and note the Code of Conduct) Clerk will review and circulate before next meeting
- 7 To review the Scheme of Delegation for Severn Stoke & Croome d'Abitot Parish Council
- 8 To note the Council's Financial Regulations (reviewed and approved 2017) and discuss Insurance Renewal requirements
- 9 Finance
  - a. To consider approval of the accounts for the year ended 31 March 2019. (Clerk will advise on Audit process for this year)
  - b. To sign Certificate of Exemption on the Annual Return (confirming income/expenditure did not exceed £25,000.
  - c. To sign section 2 Accounting Statements for 2018/19
  - d. To sign Annual Governance Statement 2018/19
  - e. Approval of invoices including annual renewal of CALC subscription and green waste bins
  - f. To appoint a internal auditor
10. Flood Defences group update and approval of proposed course of action
- 11 Councillors' Reports (if not already given at Annual meeting)
- 12 Clerk's Report
- 13 Planning report
- 14 High Green VAS
- 15 Community Speed Watch/Speeding Clifton and Severn Stoke
- 16 Croome/Tarmac Liaison Group updates
- 17 Councillor's comments and items for future agendas
- 18 Date of next Severn Stoke & Croome D'Abitot Parish Council meeting Wednesday 10<sup>th</sup> July 2019

Signed .....Clerk Severn Stoke & Croome D'Abitot Parish Council Lorna Gower 01684 594346