

FROCESTER PARISH COUNCIL

MEETINGS ON WEDNESDAY 2ND MAY 2018 AT 7.30PM IN THE CRICKET CLUB

ANNUAL PARISH MEETING

1. Meeting chaired by the Parish Council Chair/Vice-Chair
2. The open meeting allowing registered electors to discuss parish affairs within a maximum time limit of thirty minutes

ANNUAL PARISH COUNCIL MEETING

1. Apologies
2. Welcome and introductions by the retiring Chair/Vice-Chair
3. An account of the previous year to be given by the retiring Chair
4. Election of Chair
 - a. To elect the chair for the forthcoming year
 - b. The Chair to sign the Declaration of Office Form as chairman
5. Election of Vice Chair
 - a. To elect the vice-chair for the forthcoming year
6. All councillors to sign the Declaration of Office Form
7. Minutes of the last Annual Parish Council meeting held on 11th May 2016
8. Finance – year end 31 March 2018 the account balances were £4,242.00 and £264.89

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of the Parish Council meeting held on 21st March 2018
3. Matters arising
 - a. Frocester George effluent update
 - b. Defibrillator update
 - c. Town & Council Websites – email limit 250MB, £30 to extend by 250MB per person
4. Finance
 - a. Bank account - £4,792.11 + £264.89 – no payments since last meeting; receipts since last meeting £550.00 parish precept
 - b. Frocester Parochial Church Council donation
 - c. Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2018 is required by Monday 11 June 2018
 - i. Certificate of Exemption – discuss and agree that FPC is exempt from a limited assurance review
 - ii. Completed and signed AGAR Part 2 and completed contact details form
 - iii. Sarah Poultney to audit the accounts
 - iv. Public rights
5. Highways
6. Police
7. Planning
 - a. Frocester Manor and New Dawn Homes
8. Any other business – next meeting date