

FROCESTER PARISH COUNCIL

MEETINGS ON WEDNESDAY 22ND MAY 2019 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. All councillors to complete a new Declaration of Interest Form
8. Minutes of the last Annual Parish Council meeting held on 2nd May 2018
9. Finance – year end 31 March 2019 the account balances were £3,032.35 and £475.58

PARISH COUNCIL MEETING

1. Apologies
2. Minutes of the Parish Council meeting held on 13th March 2019
3. Matters arising
 - a. Update on proposed parish newsletter, schedule of events, public calendar
 - b. Defibrillator update – installed and ready to use, kiosk needs finishing
 - c. War memorial refurbishment communication with Lorraine Patrick and Paul Helbrow, Local Highways Manager (Stroud South) - *I met with County Cllr Lorraine Patrick yesterday to discuss her highways Local spend for 2019/20. I understand Cllr Patrick has agreed to contribute towards the kerbing works around your war memorial, adjacent to the public highway. Can you please provide details regarding these works, including any drawings and specifications contractors employed will be working to, in order to agree Cllr Patricks contribution? Please note that the contribution, amount to be agreed, can only be used towards completed works within the current financial year.*
 - d. Stroud District Road Safety Group meeting 15th May, <https://store.autospeedwatch.org/> £295+VAT
4. Finance
 - a. Bank account - £3,266.35 + £475.58 – receipts since last meeting 29th April 2019 £550.00 parish precept; payments 17th May 2019 Parish Council Web annual subscription £154 & Community Heartbeat annual support (year 2 of 4) £162, 20th May 2019 Frocester Parochial Church Council £200
 - b. Zurich Municipal Insurance renewal – street furniture sum insured required for renewal
 - c. Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2019 is required to be published by Monday 11 June 2019
 - i. Certificate of Exemption – as in 2018 FPC is exempt from a limited assurance review
 - ii. Completed and signed AGAR Part 2 and completed contact details form produced

- iii. Sarah Poultney audited the accounts
 - iv. Public rights notice created
 - v. Annual Governance and Accountability Return 2018/19 Part 2 – Section 1 approval
 - vi. Annual Governance and Accountability Return 2018/19 Part 2 – Section 2 approval
5. Highways
- a. Report It update service is unavailable – Peter Street speed limit sign has been re-reported to highways
6. Police
7. Planning
8. Any other business – next meeting date

Paul Verey - Parish Clerk Telephone: 01453 827975 Mobile: 07795 490577 Email: paul.verey@frocesterpc.org.uk