

SHOBNALL PARISH COUNCIL

c/o 32 Hillcrest Rise, BURNTWOOD WS7 4SH

Mobile: 07521 022738

Email: clerk@shobnallpc.co.uk

Our Ref: MD

06 May 2019

To: All Members of the Parish Council

Dear Councillor

You are hereby summoned to attend a Meeting of the Parish Council to be held at the **Princess Street Training Education and Enterprise Centre, 25-28 Princess Street, Burton on Trent DE14 2NW** on **Monday 13 May 2019 commencing at 7.00 pm** at which the business set out below will be transacted.

Yours sincerely

MDanby

Mary Danby
Parish Clerk

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| <p>PLEASE NOTE THE MEETING DATE</p> |
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PUBLIC FORUM

There will be a period not exceeding 15 minutes for public participation prior to the start of the meeting.

AGENDA

- 2019-20/001 To elect the Chair (Declaration of Acceptance of Office to be signed at the meeting)**
- 2019-20/002 To elect the Vice Chair**
- 2019-20/003 To receive apologies**
- 2019-20/004 To receive Declarations of Interest**
- 2019-20/005 To receive written applications for dispensations under the Localism Act 2011.**
- 2019-20/006 To receive Councillors' Register of Interest Forms**
- 2019-20/007 Co-option process to fill vacancies on the council**
- 2019-20/008 To consider the Minutes of the Council meeting held on 15 April 2019**
- 2019-20/009 To consider matters arising from the Council meeting held on 15 April 2019**
- 2019-20/010 To review the following policies and documents:**
 - Asset Register

- Financial Regulations
- Financial Risk Assessment
- Information and Data Protection Policy
- Publication Scheme
- Standing Orders

- 2019-20/011 To review the Bank Mandate signatories**
- 2019-20/012 To confirm the membership of the following Committee:**
- Remuneration/Finance and Administration
- 2019-20/013 To receive a report from the PCSO**
- 2019-20/014 To receive a report from the Borough Councillors**
- 2019-20/015 To receive a report from the County Councillor**
- 2019-20/016 To consider financial matters:**
 Bank reconciliation
 Schedule of payments
 2019/20 budget showing actual receipts and payments as at 30 April 2019
- 2019-20/017 To receive the Internal Auditor's Report for the 2018/19 Financial Year**
- 2019-20/018 To approve the 2018/19 Year End Accounts, including completion of the Annual Governance and Accountability Return Part 3**
- 2019-20/019 The Link Park**
- 2019-20/020 To consider planning matters**
- 2019-20/021 To receive questions from Councillors**
- 2019-20/022 Correspondence and Circulars**
- 2019-20/023 Items for next meeting**

Date of next meeting

Monday 17 June 2019 at The Princess Street Training Enterprise and Education Centre, 25-28 Princess Street, Burton on Trent DE14 2NW commencing at 7pm