

Cowley (& Birdlip) Parish Council

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19/05/2016

Councillors: J Lavington (Chair), S Bradley, D Ballinger, Dr. S Drysdale, L Workman, Dr. N Reed

Dear Councillors

You are summoned to the next meeting of the **Annual Meeting of the Parish Council** on **Wednesday 25th May 2016 at Deer Park Guide HQ, Cowley at 7.30pm.**

AGENDA

1. Election of Chairman & arrangements for Vice Chairman.
2. Signing of Declaration of Acceptance of Office (Chairman & Vice Chairman)
3. Co-option of member onto Parish Council
4. Signing of Declaration of Acceptance of Office (co-opted Members)
5. Declarations of Interest
6. To confirm the minutes of the last meeting and deal with Matters Arising not included as an agenda item.
Annual Reviews:
 - a) To adopt the **Standing Orders** for the year (attached)
 - b) To adopt the **Financial Standing Orders** (attached)
 - c) To adopt the **Code of Conduct** (attached)
 - d) **Register of Members Interests** - notice of disclosure of pecuniary and other interests. Reminder that all previous Members of the Parish Council need to ensure information is up to date, and new members need to complete and return to CDC
 - e) To review the **risk assessment & asset register** for the Parish Council
 - f) To note that the annual limit for Parish Council expenditure under LGA 1972 **S.137** for the current year is £7.42 per elector.
7. **GAPTC Independent Internal Audit** – receive update.
8. **Annual Accounts** - To agree the 2015/16 Parish Council accounts and complete the Annual Governance Statement for external audit.
9. **Bus Shelters & defibrillators:** To note that the 3 bus shelters, defibrillators & and kiosks have been inspected since the last meeting
10. **Environmental projects** – to discuss if there are any projects that may be eligible for funding by the Local Cotswold District Councillor

11. **To authorise payment and issue cheques:** GAPTC annual subscription £95.75,
Insurance renewal Came & Co. £273.75, Parish Council expenses £83.57
12. **To agree the Clerk's pay**
13. To take any questions from the public
14. Items for the next agenda and agree dates for future meetings

Signed: *Helen L. Jones* (Clerk to the Council)