

**Shimpling Parish Council**  
**Agenda for Annual Meeting of Parish Council**  
**Monday 14th May 2018 6.30pm to 7.30pm**

**The Annual Meeting of Shimpling Parish Council<sup>1</sup> will take place at Shimpling Village Hall on Monday 14th May 2018 to transact the following business.**

**Press and Public are invited to attend.<sup>2</sup>**

**Stuart Palmer, Proper Officer and Clerk to the Council**  
**[shimplingpc@gmail.com](mailto:shimplingpc@gmail.com)**

**Agenda**

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| 1. Election of Chair and Vice Chair: (s. 15(2) LGA 1972)   | 5 mins  |
| 2. To receive and accept any apologies for absence.  |         |
| 3. To receive any Declarations of Interest from Members: (Localism Act 2011 and related legislation)   |         |
| 3.1. Review of Register of Members' Interest forms   |         |
| 3.2. Review of requirements of Code of Conduct in respect of Declarations of Interest  |         |
| Public Participation Session   | 10 mins |
| <b><i>This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 10 minutes and 2 mins for any individual</i></b> |         |
| 4. To approve the Minutes of the meeting held on Monday 12th March 2018. (Sched. 12, part 19 (1) and (2), LGA 1972)  | 2 mins  |
| 5. To review and adopt new Standing Orders revised May 2018  | 10 mins |
| 6. To note all, financial regulations, risk assessments, code of conduct and procedures for Shimpling Parish council   | 10 mins |
| <i>Note: There have been no changes to the above mentioned policies since they were approved and formally adopted at the Annual Meeting on 31<sup>st</sup> May 2016.</i>                                       |         |
| 7. .To consider the establishment of a Finance Committee and appoint officers if needed.   | 5 mins  |
| 8. To appoint an Internal Auditor and sign Terms of Reference  | 2 mins  |
| 9. To confirm dates for subsequent ordinary Parish Council meetings, 2018/19 and to set a date prior to 1st June for the Annual Parish Meeting.  | 2 mins  |
| 10. To review Land/Assets and current Asset Register   | 5 mins  |
| 11. To review Insurance Cover:   |         |
| 11.1 Parish Council  | 5 mins  |
| 11.2 Village Hall  | 5 mins  |
| 12. Review press and media policy and procedures.  | 5 mins  |

<b>Total Time</b>	<b>59</b>
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<sup>1</sup> This is a statutory annual meeting required to elect a Chair, ratify and review governance documents and policies.

<sup>2</sup> Press and broadcast media are permitted by statute to attend and report on all public meetings of a Parish Council under the Public Bodies (Admission to Meetings) Act 1960 and The Openness of Local Government Bodies Regulations 2014 (including filming and recording) unless an application to exclude them from the meeting during the consideration of specific items of business is made and notified in advance as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. It is to be noted that members of the public all have a right to film and record parish council meetings under the same provision