

Withern with Stain and Tothill Parish Council
www.withernpc.co.uk

Clerk
C/o 2 Manor Cottages
Alford Rd
Thoresthorpe
Alford
LN13 0HU

email: parishclerkwithernstain@gmail.com

25th May 2018

The Annual Council Meeting will be held on Tuesday 5th June 2018 at 7.30pm (or immediately following the Annual Public Meeting)

AGENDA

1. Election of Chairman
2. To receive Chairman's Declaration of Acceptance of Chairman
3. Election of Vice-Chair
4. Apologies
5. To receive any declarations of interest not previously disclosed
6. To approve the minutes of the meeting held Tuesday 24th April and approve the Chairman's signature
7. Updates from those minutes
8. Financial:
 - a. accounts for payment
 - b. To note year end balances
 - c. To approve chairman's signature of the Governance Statement (i) and the audit accounts
10. Administrative matters – to agree any required updates and approve the following policies:
 - a) Standing Orders
 - b) Financial Regulations
 - c) Risk Assessment
 - d) Asset Register
11. Clerks report and recruitment
12. Correspondence
12. Any other matters for general discussion and /or inclusion in the next agenda.
14. To confirm the date of next meeting.