

**WITHERN WITH STAIN & TOTHILL PARISH COUNCIL**  
**www.withernpc.co.uk**

**Parish Clerk:**  
**C/O The Bungalow**  
**Chalk Lane**  
**Withern**  
**LN13 0LQ**

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**(parish clerk withern stain at gmail dot com)**

The next meeting of the Parish Council is scheduled for **Tuesday 14<sup>h</sup> May 2019**. Prior to the commencement of the meeting there will be a 15 minute public session which will commence at 7pm. Members of the public may raise matters of concern with the council during this session. The Parish Council meeting will commence at 7.15 or immediately after the public session.

Once the Parish Council meeting commences, members of the public may not speak unless at the discretion of the Chairman to clarify a point.

**A G E N D A**

**40. Apologies**

**41. Confirmation and declarations of Newly Elected Members**

- a. Acceptance of Office
- b. Declaration of Interest

**42. Election of Chairman**

**43. Election of Vice Chair**

**44. To approve the minutes of the meeting held 2<sup>nd</sup> April 2019 and approve the Chairman's signature.**

**45. Updates from those minutes:**

**46. Updates from LLC or ELDC**

**47. Financial:**

Cheques for Signature:

Insurance                      £200.33

S Acklam Expenses        £16.91 (Ink and Stamps)

**48. Financial Year End Balance and Expenditures, Approval of Audit Documents**

- a. **Asset Register 2019**
- b. **Year End Balances**
- c. **Audit – Governance Statement Signature**
- d. **Audit – Accounts**
- e. **Audit – signature of exemption certificate**
- f. **External audit process and fees**
- g. **Posting of Financial Accounts of website**

**49. Correspondence / Clerks Update**

**50. Parish Litter Pick Update**

**51. Parish Clerk Recruitment**

**52. Planning:**

- i. Planning Application N/212/00760/19 Manor House, Withern

**53. Any other Matters for general discussion and/or inclusion in next agenda.**

54. To confirm date of next meeting  
2nd July 2019