

**The Annual Meeting of Risby Parish Council will take place on Thursday 9<sup>th</sup> May 2019 at 7p.m. in Risby Village Hall (Gift Horse Room)**

**Members of the public are welcome. There will be an Open Forum at the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.**

#### **AGENDA**

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by Risby Parish Council's Code of Conduct.
3. To receive the Declarations of Acceptance of Office from parish councillors
4. To elect a vice chairman.
5. To receive Register of Members' Interests forms
6. To accept apologies and reason for absence.
7. To decide if Risby Parish Council meets the criteria for General Power of Competence
8. To sign a form agreeing to receive the summons to meetings and other information by email.
9. Declaration of interest by Councillors in items on the agenda.
10. To approve the minutes of the meeting held on Thursday 7<sup>th</sup> March 2019 and the planning meeting held on Thursday 11<sup>th</sup> April 2019
11. To receive an update on the list of actions agreed at the last meeting
12. To discuss the following financial issues:
  - a) Approval of any payments and signing of Schedule of Payments
  - b) Approval of payments made between meetings but previously authorised
  - c) Approval of payments authorised between meetings
  - d) To receive a statement of receipts and payments (including online payments) made since the last meeting
  - e) Councillor to complete the checklist of Internal Controls
  - f) Update on the inspection of Parish Council property
  - g) To approve the Income and Expenditure accounts for the financial year 2018 - 2019
  - h) To discuss the Internal Auditor's Report
  - i) To complete and sign sections 1 and 2 (Annual Governance Statement and Accounting Statements 2018/19) of the Annual Governance and Accountability Return 2018/19
  - j) To decide whether Risby PC should submit a Certificate of Exemption from an external audit
  - k) To confirm the dates for the notice of the period for the exercise of public rights
  - l) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2019
  - m) To receive the precept information for 2019/20
13. To discuss the following planning issues:
  - a) DC/19/0817/TCA - Land opposite the war memorial, The Green, Risby - 2 no Sycamore- crown lift up to 5.4 metres
14. To discuss any highways/Rights of Way issues/tree/transport issues
  - a) Request from a resident for a replacement tree to be provided once the sycamore near the Green has been felled.
15. To discuss the following village issues:
  - a) To discuss the possibility of running a pollinator project in Risby
16. To discuss the following correspondence:
  - a) Email from the Voluntary Network about their services and requesting a donation

- b) Letter from SARS requesting a donation

15. Any other business for noting or including on the agenda of the meeting on Thursday 4th July 2019