

# WHITBOURNE PARISH COUNCIL

**Dear Councillors,**

**You are summoned to the Annual Parish Council Meeting of  
Whitbourne Parish Council to be held on Wednesday 15th May 2019 at 7.30pm  
in Whitbourne Village Hall**



Kevin Phillips  
Clerk/RFO - 01886 822267, [whitbournepccclerk@outlook.com](mailto:whitbournepccclerk@outlook.com)

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## **AGENDA**

1. Election of Chairman to the Council 2019/20
2. Chairman Declaration of Acceptance of Office
3. Election of Vice-Chairman to the Council 2019/20
4. To accept Apologies for Absence
5. To receive Declarations of Interest
6. To appoint representatives on outside bodies:
  - a. Village Hall
  - b. Playing fields
  - c. Manorial Court
7. To appoint parish officers:
  - a. Tree Warden
  - b. Footpaths
  - c. Pollution
  - d. Transport
8. To decide on way forward to co-opt a Councillor to fill the vacancy
9. To approve the Minutes of the Meeting held on: 1st May 2019
10. Matters arising from minutes
11. To receive report from Ward Councillor
12. To receive the Clerk's Report
13. Financial Matters:

# WHITBOURNE PARISH COUNCIL

- a) To appoint internal auditor
- b) To receive internal auditors report
- c) To complete and sign the annual governance statement
- d) To approve end of year accounts (2018/2019)
- e) To complete and sign the audit certificate of exemption
- f) To approve accounts for payment:
  - i. ICO registration: (GDPR) £40.00
  - ii. Internal Auditor (£40.00)

14. To decide action on Playing Fields' partial funding

15. Reports Village Hall, S106, Playing Fields & Manorial Court

16. To report village issues regarding road maintenance, clearance, etc.

17. Public Participation - members of the public are allowed 10 minutes to address the Council

18. Items for future consideration

**Members of the public are welcome to attend our meetings  
Date for next meeting: Wednesday 3rd July 2019**