

BAGINTON PARISH COUNCIL

PHIL CLARK - CLERK

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29th April 2018

Dear Councillor,

You are hereby summoned to attend the **Annual Meeting of Baginton Parish Council** to be held at Baginton Village Hall on **Thursday 3rd May 2018 at 7.30 pm**, immediately prior to the ordinary meeting, for the purpose of considering the following agenda.

Yours faithfully,



Phillip Clark
Clerk to the Parish Council

To: The Members of Baginton Parish Council, District Councillor, County Councillor, Police and Press.

DECLARATIONS OF INTEREST

Members are reminded of the importance of making declarations of interest in respect of any items on the agenda below. Declarations should be made at the start of the meeting or before the item is discussed. Should your interest be substantial, pecuniary or prejudicial you may be asked to leave the room during the discussion of the item.

AGENDA

- 1. Apologies.**
- 2. Election of Chairman and Vice Chairman for the year 2018 / 2019.**
- 3. To receive the Chairman's Declaration of Acceptance of Office.**
- 4. To Agree Dates and Venues for Council Meetings for the Forthcoming Year - Draft schedule herewith.**
- 5. To Appoint members of the Financial Committee who will Annually Review the Effectiveness of the System of Internal Audit.** Currently Councillors Thomas, Williams and Mr Matthew Given.
- 6. To Confirm 2 Councillor Representatives on the Events Committee.** Currently Councillors Horsfall and Thomas
- 7. Election of Parish Council Representatives to Outside Bodies.**

7.1. Coventry Airport Consultative Committee (1 Representative from Council for a period of 1 year) – One representative elected until next Annual Meeting. (Currently Councillor Horsfall).

7.2. Baginton Village Hall Management Committee (1 Representative from Council for a period of 1 year) – One representative elected until next Annual meeting. (Currently Councillor Julie Keightley)

7.3. Lucy Price Wasperton Estate Charity (1 Trustee for a period of 4 years) –To confirm if Councillor Hewer is happy to continue on his 4-year appointment from May 2015 to the Annual Meeting in May 2019.

7.4. Lucy Price ‘Relief in Need’ Charity (Minimum 3 Representatives for a period of 4 years) – To confirm if Councillors Hewer, Horsfall and Thomas are happy to continue their 4-year appointment from May 2015 to the Annual Meeting in May 2019.

7.5. Baginton United Charity (3 Nominative Trustees) – 3 Nominative Trustees appointed every 3 years. Current term commenced May 2014 and expired April 2017. **(TO REVIEW)** .Currently Ms. Val Daly, Mrs. S. E. Burrows and Mr. Roger Fawcett. Trustees to be confirmed. Mrs S E Burrows is looking to resign – **New Representative Needed.**

7.6. Baginton Emergency Committee (3 Representatives) – 3 representatives elected until next Annual Meeting. (Currently Councillors Bush, Horsfall and Thomas). **TO REVIEW**

8. To Received a Balance Sheet for Baginton Parish Council Accounts 2017 / 2018. **Draft herewith**

9 Confirmation of Standing Orders, Financial Regulations, Procedures and Policies.

To confirm that the current documents, procedures and emergency plans of the Parish Council, as mounted on the Village website, with any amendments highlighted to Councillors, having been reviewed and approved in line with requirements and are appropriate with no need for amendments. To include new policies and revisions of current policies necessary to comply with General Data Protection Regulations. **To seek proposal, second, approval, amendment or rejection via show of hands.**

10. Closure

Agenda Item 4 - Dates for Ordinary Meetings of Baginton Parish Council.

To be held in the Village Hall Committee Room at 7:30 pm unless otherwise stated.

Thursday 7th June 2018

Thursday 5th July 2018

No meeting in August

Thursday 6th September 2018

Thursday 4th October 2018

Thursday 1st November 2018

Thursday 6th December 2018

Thursday 3rd January 2019

Thursday 7th February 2019

Thursday 7th March 2019

Thursday 4th April 2019

Thursday 11th April 2019 – **Annual Assembly in Main Hall @ 8:00pm**

NOTE: Parish Council Elections are scheduled for 2019 and usually take place on the first Thursday in May.

The Parish Council Annual Meeting **MUST** take place within 2 weeks of the election. The following date is proposed:

Thursday 9th May 2019 – Annual Meeting & Ordinary Meeting.

Agenda Item 8 – Baginton Parish Council Draft Balance Sheet

BAGINTON PARISH COUNCIL

ACCOUNTS FOR PERIOD 1/04/2017 TO 31/03/2018

CASH BALANCE SHEET AS AT 31ST MARCH 2018

	2016/2017	2017/2018
	£	£
Long Term Cash Assets		
Investments	.00	.00
Long Term Debtors	.00	.00
Current Cash Assets		
Stocks & stores	.00	.00
Debtors (net of provision of doubtful debts)	1559.46	1624.95
Payments in advance	.00	.00
Temporary lendings (investments)	.00	.00
Cash at bank (debit balance of R&P a/c)	21679.13	23485.75
Total cash assets	23238.59	25110.7
Current Cash Liabilities & Committed Funds		
Neighbourhood Plan	5500.00	0.00
Lucy Price Playground	6000.00	9000.00
Millennium Field Security	1600.00	0.00
Reserves committed to next year's budget	.00	.00
	13100.00	9000.00
Net cash assets		
Represented by		
Balance brought forward from account book	17489.33	21679.13
Surplus/Deficit for year	4189.80	1806.62
Held for various funds & charities	1330.29	1330.29
Cash Fund Balance	21679.13	23485.75
Available Funds (excluding committed & ringfenced)	10248.84	13155.46