

MOULSOE PARISH COUNCIL ANNUAL MEETING AGENDA

for the annual meeting of Moulsoe Parish Council to be held on Tuesday 8 May 2018 at Moulsoe Millennium Hall at 8.30pm

To the members of the Council:

You are hereby summoned to attend the Annual General Meeting of the Moulsoe Parish Council for the purpose of transacting the following business.

PLEASE NOTE the meeting will be recorded to enable accurate minutes to be produced

1. Apologies for Absence	
2. Election of Chair and Vice Chair	
2.1 Declaration of Office	Chair to sign declaration
2.2 Review Councillors' register of Interests	Councillors to update
3. Disclosures of Interests	Members to disclose any conflict of interests
4. Minutes of the Last Meeting	To resolve that the minutes of the meeting 26 March 2018 circulated to members signed as a correct record
5. Public's Representations	Representations from members of the public
6. Ward Councillors	Ward councillors to update
7. Parish Council Business & Matters Arising from Last Minutes	
7.1 Traffic & Roads	To update
7.2 HIF Meeting	To update on any further communication
7.3 Adoption of phone box	Clerk to update
8. Finance & Administration	
8.1 Annual Audit	
8.1.1	To approve Section 1, the Annual Governance Statement
8.1.2	To approve Section 2, the Statement of Accounts
8.2 Accounts	To approve Year end accounts 31 March 2018 To confirm Account Balance of £9324.17 To approve the accounts as at 27 April 2018
8.3 Payments	Grass cutting expenses £50 Moulsoe Mail Spring £18 BALC subscription fees £64.11
8.4 Insurance	To approve 2018-19 Insurance policy with Inspire and premium of £344.11
8.5 GDPR	To approve costs and implementation of Office 365 for council admin To approve ICO registration cost £40 To discuss DPO requirements
8.6 Governance	Review and adopt updated Standing Orders Review and adopt updated Financial Regulations
9. AOB	
10. Upcoming Dates	
Next Meeting	Costain Galliford Try - Monday 14 May 2pm MPC – Tuesday 10 July – 8pm Millennium Hall
Local Meetings	NAG - Wednesday 16 May 7.30pm Emberton MKALC - Tuesday 22 May 7.30pm Shenley Brook End Olney Ward Forum - Wednesday 13 May – 7.30pm Olney Centre Parishes Forum – Thursday 14 June – 7pm Civic Offices
Meeting Closes	