

IRTON PARISH COUNCIL
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Circulated to County and Borough Councillors and Public

8 May 2019

To all Members of Irton Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the Annual Council Meeting of the Parish Council to be held on **FRIDAY 17 MAY 2019** in Seamer and Irton Memorial Hall, commencing at 7pm.

Yours faithfully

Dawn Naylor
Parish Clerk

NOTICE OF MEETING – Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972

AGENDA

Before the start of the meeting all councillors must complete their Acceptance of Office forms and will be given their Register of Interest forms which must be filled in within 30 days.

1. ELECTION OF CHAIRMAN 2019/2020

To elect a Chairman for 2019/2020 and the elected Chairman to receive and sign a Declaration of Acceptance of the Office of Chairman.

2. APOLOGIES

To receive and accept any apologies.

3. ELECTION OF VICE-CHAIRMAN 2019/2020

To elect a Vice-Chairman for 2019/2020

4. ELECTION OF REPRESENTATIVES ON OUTSIDE GROUPS

- Seamer and Irton Memorial Hall Management Committee
- Community and Policing Group
- YLCA – (Chairman + 1)

5. SIGNATURES FOR CHEQUES

To confirm signatories for all Parish Council payments – (two signatories)

6. POLICIES

To agree the following council policies:

1. Insurance – To ensure the council is adequately insured
2. Asset Register
3. Financial Risk Assessment
4. Financial Regulations
5. Standing Orders

7. AUDIT

- a) Annual Return - Statement of Accounts and Annual Governance Statement - External Audit 2018/2019 – To check and if agreed to sign the external audit forms.
- b) To agree the services of the current internal auditor for next year.

8. FINANCIAL/INTERNAL CONTROLS

To discuss if the parish council are satisfied with the councils financial internal controls.

9. DATES FOR FUTURE MEETINGS

To agree the dates and times for future meetings:

- 18 July 2019
- 19 September 2019
- 7 November 2019
- 23 January 2020
- 19 March 2020

Thursdays at 7pm unless otherwise stated.