

**ANNUAL MEETING OF  
FINMERE PARISH COUNCIL  
TUESDAY 8<sup>TH</sup> OF MAY 2018  
7.30 P.M. IN THE VILLAGE HALL  
AGENDA**

1. **Appointment of Officers** – to appoint a Chair and Vice Chair/Clerk and RFO
2. **Acceptance of Office** – all Councillors to deliver forms to the Clerk
3. **Apologies** - apologies from Councillors unable to attend
4. **Declarations of Interest** - declare disclosable pecuniary interests/make aware of involvement
5. **Minutes of the meeting of 10<sup>th</sup> of April 2018** – to consider, correct and sign draft minutes
6. **Matters Arising** – to consider the following items from the last meeting:  
Cross Tree drainage problems/Spinney acquisition/Cross Tree signpost/Grass cutting/Stable Close bund proposals/grass verge near Pines/Traffic problems in Valley Rd/fencing & stile for Stable Close bund boundary/grit bins/road repairs/water pressure issues/Rubbish (fly tipping)/mower invoice/APM Agenda/sports pavilion issues/memorial bench/18/00418/F – Gravel Farm, extension/Community First/Arch funding
7. **Financial Report** – monthly transactions/invoices/salary award/regular payment authorisation
8. **S19/S137/Urgent Business** – applications for funding/urgent business since last meeting
9. **Finmere Landfill Site Update** – latest news on landfill site/report on any liaison meeting
10. **Playing Field Progress and Condition** – progress on governance/confirm condition
11. **New Residents Notifications** – identify new arrivals/choose Councillor to contact them
12. **Review of Standing Orders and Financial Regulations** – annual review/revise if necessary
13. **Review of Assets** – to review/revise the asset register of the PC
14. **Insurance Renewal** – to confirm insurance arrangements for 2018/19
15. **Review of Memberships** – to review PC membership of organisations
16. **Review of Complaints Procedure** – annual review/revise if necessary
17. **Review of Freedom of Information Procedure** – annual review/revise if necessary
18. **Review of Press/Media Policy** – annual review/revise if necessary
19. **Meeting Dates for 2018/19** – to set meeting dates for next 12 months
20. **Receipts and Payments Accounts and Bank Reconciliation for 2017/18** – review and sign in preparation for internal audit
21. **Data Protection Regulation Review** – to adopt all policies for new regulations
22. **Procedure for Insurance** – adopt procedure for collating insurance information
23. **Correspondence** – to consider correspondence received, paper and electronic
24. **Any other business** – points of information/points of interest for future agendas
25. **Date of next meeting** – to confirm date of the next meeting, scheduled for May 15<sup>th</sup> 2018