

# **BUNBURY PARISH COUNCIL**

**Annual General meeting of the Parish Council** will be held on **Wednesday 8 May 2019 at 7pm at the Playing Fields Pavilion.**

The Public are welcome to attend. This will be followed at approximately 7.20pm by an **Ordinary meeting of the Parish Council**. All Parish Councillors are requested to attend both.

## **AGENDA**

1. The Councillors will sign the acceptance of office
2. The Clerk will take the Chair for the election of Chairperson and acceptance of office
3. Election of Vice-Chairperson and acceptance of office.
4. Apologies for absence.
5. Election of officers/representatives and Committee/Working Group members – the following are to be elected:
  - Playing Fields Committee representatives
  - Tree Warden/Woodlands Trustee
  - Footpaths Representative
  - Link Magazine Representative
  - Bunbury Charities Representative
  - Police Liaison Representative
  - Highways Working Group
6. Review of Policies and holdings – the Clerk will advise of any changes/updates required.
  - Standing Orders/Financial Regulations
  - Inventory of land and assets
  - Insurance cover
  - Membership of other bodies
  - Complaints procedure
  - Freedom of Information Act/Data Protection Act/Compliance with GDPR
  - Policy for dealing with press/media
  - Risk assessment
8. Dates and times of meetings for the year ahead
9. Clerk's Annual Report.
10. Annual Accounts 2018/19 – to receive and approve the annual accounts