

# DRAYTON BASSETT ANNUAL COUNCIL MEETING

19<sup>th</sup> June 2018, 7:30pm

Sports Pavilion, Rectory Close, Drayton Bassett

## AGENDA

1. **Apologies for absence**
2. **Declarations of Interest (agenda items)** - allows Councillors present the opportunity to declare a conflict of interest in any of the items that are on the agenda.
3. **Confirmation of minutes of previous meeting** - Draft minutes of the meeting on 15<sup>th</sup> May are reviewed at the meeting for comment and confirmation.

4. **Matters Arising** - reports from Councillors on matters arising from the previous minutes - e.g. follow up action that has been taken.

5. **Reports and Actions** – Councillors/Clerk who have attended meetings or undertaken tasks on behalf of the Parish Council are given the opportunity to update on progress made:

Clerk update on internal audit, see agenda item 11.

Approve 2018 minutes (2017 minutes now available to view on the website).

Review latest model Standing Orders and Financial Regulations

Update: Data Protection Officer requirements. Parish Councils exempt from legislation.

6. **Notification of Other Parish Matters** - Councillors may want to report on matters affecting the parish that they wish to discuss in the meeting.

Village Tree Survey – follow up work

Wheelie bin stickers and letter to relevant parishioners

9. **Planning** (the Parish Council has no authority to approve or turn down planning applications, there is the opportunity to comment on any applications that have been submitted to Lichfield District Council:

No submissions to review.

**10. Finance** – consideration of financial matters affecting the Parish Council. This may be to give authority to the clerk to pay some bills or it might cover applications from charities or local organisations for funding:

**11. Correspondence** - The clerk will report on any correspondence that has been received and of which the Councillors should be aware.

Letter from Alan Topliss ref internal audit.

**12. Parishioner Items for discussion**