

BIDDENHAM PARISH COUNCIL

I hereby give notice of the Annual Meeting of Biddenham Parish Council on
Wednesday 11 May at 7:30pm at the Pavilion, Deep Spinney

A G E N D A

<u>Item</u>	<u>Documentation</u>
1. Election of Chairman	Verbal
2. Apologies for Absence	
3. Declarations of interest	
4. To approve the minutes of previous meeting held on Wednesday 13 th April 2016	Written
5. Matters arising from minutes	
6. Public Open Session	
7. To allocate areas of responsibility within the Parish Council as follows: Election of Vice-Chairman Town and Parish Network representative Play Area inspections (weekly visual inspections) Street Furniture (report any problems to the Clerk) Notice boards (updated weekly) Borough Highways representative Planning groups Accounts – review of parish council accounts	Oral
8. Annual Audit for 2015-16 <ul style="list-style-type: none">• To note and approve the Annual Statement of Governance for year ending 2015-16• To approve the year end accounts for the Annual Return• To note the Internal Auditors report and consider any recommendations• To review the effectiveness of the Internal Audit and consider any amendments as part of the Council's risk management strategy• To note the Parish Councils risk assessment policy	All Written
9. Bedford Borough Consultation – Dog Control Orders to consider a response	Written
10. Planning – to note the report and comment on any new applications	Written
11. To note the Clerk's report and consider any matters arising	Written
12. Financial matters: <ul style="list-style-type: none">(i) To approve the accounts for approval (including accounts approved since date of last meeting)(ii) To note the monthly spend against budget including current bank balances held	Written
13. Matters in Progress	Written
14. Parish Concerns	Oral
15. Date of Next Meeting – 11 June 2016 (to be confirmed)	

A Southern, Clerk
5 May 2016