

## **Annual General Meeting**

**26<sup>th</sup> April 2018**

### **AGENDA**

1. **Apologies for Absence**
2. **Appointment of Chairman** – appoint chairman for April 2018/19
3. **Appointment of Vice-Chairman**
4. **Code of Conduct for Parish Councillor's**
5. **Confirm Minutes of the Ordinary Meeting held on 22<sup>th</sup> March 2018**
6. **Appointment of Representatives to Outside Bodies / Committees**
  - (i) Mid Durham Parish Councils Committee
  - (ii) Annual Meeting of the County Durham Association of Local Councils
  - (iii) Castleside and District Community Association
  - (iv) Shotley Bridge Hospital Support Group
  - (v) Parish Wood Committee
  - (vi) Smaller Councils Meeting
7. **Standing Orders** – review and adopt.
8. **Financial Regulations** – review and adopt.
9. **Asset Register** – review and accept
10. **Annual Governance Statement** – certificate of exemption and section 1.
11. **Finance**
  - (i) **Statement of accounts for 2017/18 (unaudited)**
  - (ii) **April financial report**
  - (iii) **Banking arrangements**
  - (iv) **insurance**
  - (v) **internal auditor**
12. **Subscriptions**
  - (i) SLCC
  - (ii) County Durham Association of Local Councils
13. **Donations** – to agree to the continued consideration of donations, as and when presented in accordance with S137 legislation
14. **Grass Cutting** – appoint a contractor for 2018/19
15. **Complaint Procedure** – review.
16. **Publication Procedure** - review
17. **Meeting dates 2018/19**
18. **Defibrillator Training**
19. **Environmental Project Fund**
20. **GDPR – way forward**
21. **Summer Play Scheme**
22. **Members Reports**
  - (i) WWI Heritage Project
  - (ii) Beacon for 2018
  - (iii) Parish Seats
  - (iv) Flower Tubs