

# **South Ferriby Annual Parish Council Meeting**

*2<sup>nd</sup> May 2016*

*Dear Councillor,*

*You are summoned to attend the Annual Council Meeting of South Ferriby Parish Council which will be held on **Monday 9<sup>th</sup> May 2016**. Proceedings will commence at approximately 7.15pm, following the Annual Parish Meeting, in South Ferriby Village Hall, Horkstow Road, South Ferriby.*

*Members of the public and press are welcome to attend.*

*Louise Ward (Clerk to the Council)*

## Public Participation

Members of the public may raise subjects that they wish to bring to the attention of the Parish Council. Items relating to matters on the Agenda will be taken first and the time will be restricted to 15 minutes maximum unless the council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda.

## Recording of Meetings

This council supports the right of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded. The Public Participation period is not part of the council meeting as such and legal advice should be taken as to the recorders' rights to make any recording during that period.

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## **AGENDA**

- 1. Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office**
- 2. Election of Vice-Chairman**
- 3. Receive Apologies and Approve Reasons for Absence**
- 4. Declarations of Interest**
  - a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
  - b) To note dispensations given to any member of the council in respect of the agenda items listed below.

### **3. Internal Audit 2015/2016**

To receive report from Public Sector Audit and note any recommendations.

### **4. Annual Governance Statement 2015/16**

- a) Members to consider the Governance Statement.
- b) Members to resolve the approval of the Governance Statement.
- c) Governance statement to be signed and dated by the Chairman and Clerk.

### **5. Annual Accounting Statement 2015/16**

- a) Members to consider the Accounting Statement.
- b) Members to resolve the approval of the Accounting Statement.
- c) Accounting statement to be signed and dated by the Chairman.

### **6. Election of Meeting Representatives**

To elect Councillors to represent the Parish Council at outside meetings and events.

- a) Cemex Liaison Representative(s).
- b) Low Villages Forum Representative(s).
- c) Police NATS Committee Representative(s).

### **7. Election of Committee Representatives**

To agree to formation/continuation of any committees and to further agree their Functions and Terms of Reference.

- a) Personnel Committee.
- b) Neighbourhood Planning Committee.

### **8. Policies and Procedures**

- a) Standing Orders and Financial Regulations.
  - i. To discuss and resolve the adoption of the NALC model Standing Orders (2015).
  - ii. To discuss and resolve the adoption of the NALC model Financial Regulations (2016)
- b) To review and approve the Asset Register.
- c) To review and approve the Data Protection policy.
- d) To review and approve the Risk Assessment policy.
- e) To review and approve the Complaints Procedure.
- f) To review and approve the procedure for handling requests made under the Freedom of Information Act 2000.
- g) To discuss and resolve whether to adopt the General Power of Governance.

### **9. Public Comment**