

## WESTCOTT PARISH COUNCIL

The Annual Meeting of the Parish Council  
will be held in the Cricket Club pavilion, Ashendon Road, Westcott  
on Tuesday 8<sup>th</sup> May 2018 at **7.30 pm**

A.T.A.Lambourne, Clerk to the Council  
45 Baker Street, Waddesdon  
Aylesbury,  
Bucks, HP18 OLG  
Tel: 01296 651635  
email: [westcottparishcouncil@gmail.com](mailto:westcottparishcouncil@gmail.com)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

### BUSINESS TO BE TRANSACTED

1. Attendance and apologies
2. To elect a Chairman for the forthcoming year
3. To receive the Chairman's declaration of acceptance of office
4. Open Forum (15 minutes)
5. Declarations of Interest
6. To appoint a Vice-Chairman of the Council
  
7. To appoint representatives of the Council to the following:
  - (i) Village Green Working Group
  - (ii) BCC Local Area Forum
  - (iii) Website manager
  - (iv) Bucks Recycling Liaison Committee
  - (v) Other
  
8. To approve the minutes of the meeting held on 3<sup>rd</sup> April 2018
9. Matters arising.
10. To discuss further issues concerning School parking and at the bus stop and the invitation to attend a meeting on this matter.
11. To consider a quotation from Wicksteed Leisure for the annual playground inspection
12. To note bank reconciliation figures as at 31/03/18 – Appendix 1
13. To receive and note the Internal Auditor's annual report – Appendix 2
14. To agree the completion of Section 1 of the Annual Return (AGAR) – Appendix 3
15. To receive and approve the Annual Accounts for 2017/18 – Appendix 4
16. To authorise the Chairman to sign Section 2 of the Annual Return (AGAR) – Appendix 5
17. To note requirements to publish certain data under the Transparency Act Regulations – Appendix 6
18. To consider the Council's Risk Assessment and decide if any amendments are needed.
19. To agree a calendar of meeting dates for 2018/19 – Appendix 7
20. To confirm arrangements for the Annual Parish Meeting (15<sup>th</sup> May)
  
21. REPORTS
  - (i) Burial Ground
  - (ii) Churchyard
  - (iii) Village Green
  - (iv) Police/NAG
  - (v) Charities
  - (vi) SLCC
  - (vii) BALC/AVALC
  - (viii) Local Area Forum
  - (ix) Website
  - (x) Other
  
22. Correspondence received and to be circulated for information
  
23. FINANCIAL REPORT - Appendix 8
  
24. PLANNING MATTERS
  - (i) Applications:
  - (ii) Decisions
  - (iii) Other
  
25. URGENT matters

