

## **WESTCOTT PARISH COUNCIL**

The Annual Meeting of the Parish Council  
will be held in the Cricket Club pavilion, Ashendon Road, Westcott  
on Tuesday 14<sup>th</sup> May 2019 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 9<sup>th</sup> April 2019
9. Matters arising.
10. To approve the minutes of the Extra meeting held on 30<sup>th</sup> April 2019
11. Matters arising
12. To discuss matters arising from the Annual Parish Meeting
  - (i) Vacancy
  - (ii) Title Deeds
  - (iii) New roundabout
  - (iv) Other
13. To consider a quotation from Wicksteed Leisure for the annual playground inspection
14. To receive and note the Internal Auditor's annual report – Appendix 1
15. To agree the completion of Section 1 of the Annual Return (AGAR) – Appendix 2
16. To consider and agree to declare the Council as exempt from external audit and to approve completion of the Certificate of Exemption – Appendix 3
17. To receive and approve the Annual Accounts for 2018/19 – Appendix 4
18. To authorise the Chairman to sign Section 2 of the Annual Return (AGAR) – Appendix 5
19. To note requirements to publish certain data under the Transparency Act Regulations – Appendix 6
20. To agree to pay a Chairman's allowance for 2019/20
21. To consider renewal of the Council's annual insurance cover
22. To consider information regarding VE Day celebrations (75<sup>th</sup> anniversary), 8<sup>th</sup>-10<sup>th</sup> May 2020 (details already circulated by email 07.05.19)
23. To consider attendance at the Village Fun Day
24. To agree a calendar of meeting dates for 2019/20 – Appendix 7
25. 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
26. Correspondence received and to be circulated for information
27. FINANCIAL REPORT - Appendix 8
28. PLANNING MATTERS
  - (i) Application: EPR/BB3634RA/V004 – Bucks Recycling variation permit
  - (ii) Decisions
  - (iii) Other
29. URGENT matters

