



I hereby invite you to attend The Annual Meeting of BRICKHILL PARISH COUNCIL on **Thursday 12th May 2016** commencing at 7.30pm at St Mark's Community Centre to consider the following items of business.

S. Bottoms

Sue Bottoms, Clerk to the Council.

5th May 2016

Agenda

1.	Election of Chairman and the signing of a Declaration of Acceptance of Office
2.	Election of Vice-Chairman
3.	Apologies for Absence
4.	<u>Declarations of interest in items on the agenda</u> i) To receive written requests for a dispensation ii) To consider any requests for a dispensation
5.	To confirm the minutes of the meeting held on Thursday 7 th April 2016
6.	Public Open Session (15 mins)
7.	<u>To review and approve the committee structure of Brickhill Parish Council and to elect members to the following existing committees/working groups:-</u> i) Planning Committee (5 members) ii) Finance and Personnel Advisory Group (3 members) iii) Allotments and Open Spaces Committee (4 members)
8.	<u>To appoint Parish Council representatives to outside bodies:</u> i) Brickhill Community Safety Forum (1)
9.	To nominate one person to vote at the General Meetings of Brickhill Community Association
10.	To receive an update from the Woodlands Park Working Group and to consider proposals from the Working Group
11.	To consider boundary signage and agree action
12.	To receive an update on the meeting between the Brickhill Community Association and the Parish Council and agree any further action
13.	To receive an update on the installation of PV panels on Brickhill Community Centre
14.	To consider the traffic implications from the opening of the new by-pass and agree any action
15.	To consider the implementation of a noticeboard and website content policy
16.	To receive a report from the Borough Councillors
17.	<u>Financial Matters:</u> i) To approve bank reconciliations and any accounts for payment ii) To agree and sign the Annual Governance Statement for 2015-16 iii) To agree sign the Annual Accounting Statements for 2015-16 iv) To consider and adopt a revised set of Financial Regulations v) To agree that the Clerk attend a Staff Appraisal Course
18.	<u>Date of the Next Meeting:</u> Thursday 2 nd June, 7.30pm at St Mark's Church and Community Centre, Calder Rise.