

ASH PARISH COUNCIL

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6 June 2017

To Members of Ash Parish Council

Councillors are hereby summoned, and members of the public are invited and have a right to attend the monthly meeting of the Parish Council to be held in the Ash Centre, Ash Hill Road, Ash, on Monday 12 June 2016 which commences at **7:00pm or following the close of the Planning Committee meeting, if this is later.**

Provision will be made for Public Question Time.



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Clerk to the Council

Photographing, recording and broadcasting or transmitting by social media of any kind, is now allowed during the proceedings of the public session of the Council meeting or its Committee's meetings, providing there is no disruption to Council meeting procedures in relation to this initiative. Any recording must cease if the Council resolves to move into confidential session as per the Public Bodies (Admission to Meetings) Act 1960. Recording equipment may not be left in the meeting room where the confidential session is being held.

AGENDA

Part I – Public Session

1. **To accept Apologies for Absence.**
2. **To receive Declarations of Interest.**

Declarations of Interest relating to Committee Meetings as at Appendix A.

3. **Confirmation of the Minutes.**

To confirm the minutes of the Annual Meeting of the Parish Council held on Monday 8 May 2017.

4. Chairman's Announcements.

To receive the Chairman's announcements.

5. Adjournment.

To give consideration to adjourning the meeting for a maximum period of 25 minutes, to enable members of the public to raise questions.

6. Reports of Committees.

To receive the following committee reports, copies of which have been circulated:

Planning	8 May 2017	Minute Number	189 to 196
Planning	22 May 2017	Minute Number	1 to 9
Amenities Finance & Administration	22 May 2017	Minute Number	1 to 18

7. Monthly Financial Statement.

To receive and approve the monthly financial statement giving details of May 2017 payments as attached at Appendix B.

8. Year End Accounts 2016/2017

Members to consider and agree the accounts for the year ending 31 March 2017.

9. Transfers to Ear Marked Reserves

Members to consider the transfer of the 2016/17 surplus funds to ear marked reserves.

10. Internal Audit Report 2016/2017 Final Update

Members to consider the Internal Audit Report Final Update 2016/2017 and note there are no matters arising requiring formal comment.

11. External Audit 2016/2017**a) Annual Return:**

Members to consider and agree the Annual Return for the ending 31 March 2017:

- i) Annual Return Section 1: Annual Governance Statement 2016/2017
- ii) Annual Return Section 2: Accounting Statements 2016/2017
- iii) Annual Return: The Annual Internal Audit Report 2016/2017

b) Intermediate Audit Questionnaire

Members to consider and agree the completed Intermediate Audit Questionnaire and supporting documents for submission to the external auditor BDO LLP

12. Ash Parish Council Policy Documents

Members to note that following the merger of the Amenities Committee and the Finance and Administration Committee the following policy documents have been amended to reference the Amenities, Finance and Administration Committee:

- Standing Orders
- Financial Regulations
- Administrative Risk Management Policy and Risk Assessment
- Statement on Internal Control

13. Correspondence.

To receive any correspondence.

14. Next Meeting.

The next meeting of the Council will be held on Monday 10 July 2017 commencing at 7.00pm or following the close of the Planning Committee meeting, if this is later.

AGENDA APPENDIX A**ASH PARISH COUNCIL****LOCAL CODE OF CONDUCT – DISCLOSURE OF INTERESTS****May 2017**

DATE OF MEETING	MEMBER	MINUTE REF & PAGE NO.	TYPE AND NATURE OF INTEREST
PLANNING 8 May 2017			No declarations of interest recorded
AMENITIES 15 May 2017			No declarations of interest recorded
PLANNING 22 May 2017			No declarations of interest recorded
FINANCE & ADMINISTRATION 22 May 2017			No declarations of interest recorded

AGENDA APPENDIX B