

CROSBY RAVENSWORTH PARISH COUNCIL – WORKING FOR THE COMMUNITY

Clerk to the Council: Christian Barnes, West House, Tenter Row, Crosby Ravensworth, Penrith, Cumbria, CA10 3HY. t. 07584 251 448, e. crpc@vistaprojects.co.uk

All Members of Crosby Ravensworth Parish Council

Date: Tuesday, 7 May 2019

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Crosby Ravensworth Parish Council **13th May 2019 at Crosby Ravensworth Village Hall at 7:00pm.**

The business to be transacted is:

AGENDA

- 1 **Welcome and Apologies**
- 2 **Declarations of Acceptance of Office** Councillors to sign their 'Declarations of Acceptance of Office'.
- 3 **Chairman** To elect a Chairman for the coming year.
- 4 **Acceptance of Office** The Chairman to sign the 'Declaration of Acceptance of Office'.
- 5 **Vice-Chairman** To elect a Vice-Chairman for the coming year.
- 6 **Election Spending Returns** Councillors to be advised of the need to complete an Election Spending Return and submit it to the Monitoring Officer within 28 days of Acceptance of Office.
- 7 **Declarations of Pecuniary Interest** Councillors to be advised of the need to complete a Declaration of Pecuniary Interest and submit it to the Monitoring Officer within 28 days of Acceptance of Office.
- 8 **Group Dispensation** To apply to the Clerk for a dispensation to set precepts during the term of the council (2019-2023).
- 9 **Clerk/RFO** To approve and confirm the continuing appointment of Christian Barnes as Clerk and Responsible Financial Officer.
- 10 **Internal Auditor** To approve and confirm the appointment of Rachael Little as Internal auditor in 2019-20.
- 11 **Inspection of Bank Reconciliations** To appoint a councillor to inspect the bank reconciliations on a quarterly basis in line with financial regulation (2.2).
- 12 **Calendar of Future Meetings** To agree a calendar of future meeting dates as published on the Parish Council's website.

J.C.B.

- 13 **Review of Appointments** To nominate councillors or parishioners to represent the council on external bodies as follows:
- Crosby Ravensworth Village Hall
 - Maulds Meaburn Village Institute
- 14 **Internal Auditor** Internal auditor's report to 31 March 2019 & Certificate (AGAR) (attached)
- 15 **Annual Governance and Accountability Return** To complete, sign and approve for publication the Annual Governance Statement. (attached)
- 16 **Annual Governance and Accountability Return** To complete sign and approve for publication the Annual Accounting Statement. (attached)
- 17 **Public Rights** To authorise the Clerk to publish the 'NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019 under the Local Audit and Accountability Act 2014 Sections 26 and 27. The Accounts and Audit Regulations 2015 (SI 2015/234) starting on Monday 17 June 2019 and ending on Friday 26 July 2019.

J.C.B.