

LITTLE BRICKHILL PARISH COUNCIL - AGENDA

NOTICE IS HEREBY GIVEN OF A PARISH COUNCIL MEETING AT 7.45PM ON MONDAY 3RD JUNE 2019 AT THE COMMUNITY CENTRE, LITTLE BRICKHILL FOR THE PURPOSE OF TRANSACTING THE FOLLOWING BUSINESS:

- 1. To receive apologies for absence.**
- 2. Public Open Session.**

The time allocated is at the discretion of the Council / Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoir. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange of the issue between the public and the Council during this period

- 3. Declaration of Interest in items on the Agenda.**

Councillor's to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted.

- 4. To approve the minutes of meeting held on the 1st April 2019.**
- 5. Progress on matters from last Minutes.**
- 6. To report on correspondence sent and received by the Council.**
 - Correspondence received in March 2019 regarding **promotion for Merchant Navy Day on the 3rd September 2019.**
 - Letters received 25/03/19 & 01/05/19 from **MKC** regarding changes to the **Register of Electors.**
 - Email received 02/05/19 from **MKC** regarding **Supplemental Fund 2019/20 for Parish & Town Councils to apply for funding of local projects.**
 - Email received 08/05/19 from **MKC** advising of **three Consultations taking place from the 8th May 2019 to the 3rd July 2019 – Draft Affordable Housing Supplementary Planning Document (SPD), Draft Planning Obligations Supplementary Planning Document (SPD) and South Caldecotte Development Framework Supplementary Planning Document.**
- 7. To receive the Clerks Report / Local Issues.**
- 8. To receive Unitary Councillor's Report.**
- 9. To consider any Planning Matters:**
 - None.
- 10. To sign off the Annual Financial Return for 2018/19, and to agree the following points:**
 - (1) We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
 - (2) We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
 - (3) We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the council to conduct its business or on its finances.
 - (4) We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
 - (5) We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal and/or external insurance cover where required.
 - (6) We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.
 - (7) We took appropriate action on all matters raised in reports from internal and external audit.
 - (8) We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the statement of accounts.
 - (9) (For local councils only) Trust funds including charitable, in our capacity as the sole managing trustee we have discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.
- 11. To receive Financial Statements.**
- 12. To receive reports on the Community Centre.**
- 13. To receive Councillors' reports.**
- 14. Items for next agenda.**
- 15. To decide the date of future meetings.**