

## **LITTLE BRICKHILL PARISH COUNCIL - AGENDA**

**NOTICE IS HEREBY GIVEN OF A PARISH COUNCIL MEETING AT 7.45PM ON MONDAY 12<sup>TH</sup> JUNE 2017 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 the meeting held on the 3<sup>rd</sup> April 2017**
- 5. Progress on matters from last Minutes**
- 6. To report on correspondence sent and received by the Council**
  - Invitation received from MKC 20/05/17 to the **Armed Forces Day Flag Raising Ceremony at 9.30am on the 19<sup>th</sup> June 2017 at the Civic Offices.**
  - Letter received from MKC 27/05/17 regarding **changes to the Register of Electors.**
- 7. To receive the Clerks Report / Local Issues**
- 8. To receive Unitary Councillor's Report**
- 9. To consider any Planning Matters - No new applications received.**
- 10. To discuss solutions with the recent and past problems with Travellers in the Village**
- 11. To receive Financial Statements**
- 12. To sign off the Annual Financial Return for 2016/17, 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.
- 13. To receive reports on the Community Centre**
- 14. To review all Legal Documentation**
- 15. To receive Councillors' reports**
- 16. Items for next agenda**
- 17. To decide the date of future meetings**