

BROCKHAMPTON GROUP PARISH COUNCIL

**Councillors are summoned to a meeting of Brockhampton Group Parish Council to
be held on Thursday 20th March 2014 at 7.30pm at
Brockhampton Primary School**

Mary Seldon

Mary Seldon M.Ed, FLCM, AILCM
Member of the International Institute of Municipal Clerks
Clerk/RFO 01885 482543

Wednesday 7th May 2014

AGENDA

- 14/42 **Election of Chairman** to the Council 2014/15
- 14/43 **Election of Vice-Chairman** to the Council 2014/15
- 14/44 To accept **Apologies for Absence**
- 14/45 To receive **Declarations of Interest**
- 14/46 To approve the **Minutes of the Meeting:**
Thursday 20th March 2014
- 14/47 **Clerk's Report:**
Update on the discussions from the March meeting and points of information not included in the agenda:
- Speeding – Stourport Road and Downs Road
 - Community Speeding Projects
 - Cemetery Management Course
 - Balfour Beatty Regional Steward meeting – Chairs and Clerks
- 14/48 **Public Participation** – members of the public are allowed 10 minutes to address the Council
- 14/49 **Report from the Ward Councillor** - Cllr Gary Swinford
- 14/50 To receive **reports** from:
Police Liaison Group – GW
BDCA and Bringsty Common - PF
- 14/51 To discuss the planned revisions for **Bromyard Downs** provision – Legal Right to Ride, Byelaws and 1951 Scheme, and formulate a response if required.
- 14/52 **Financial Matters:**
- i) To approve **accounts for payment:**
Mary Seldon Net Salary 01 02:
HMRC PAYE 01 02:
Expenses incurred by the Clerk: ongoing
Brockhampton Primary School: hire of room fee £20
K Nason (website hosting): £150.00
Broker Network (Council Insurance): £279.03
 - ii) **Annual Accounting Period 2013-14**
 - a) To appoint an internal auditor
 - b) To approve all end of year (1st April 2012/31st March 2013) accounts
 - c) To complete and sign the annual external audit return
 - d) To complete and sign the annual governance statement
 - iii) To approve **Bank Reconciliation** to 15th May 2014
 - iv) To approve **Income and Expenditure** to 15th May 2014
 - v) To discuss the timetable for the scheme of **planned work** 2014/15
 - vi) To review the BGPC **Donation Policy** and discuss requests for donations 2014/15
- 14/53 To ascertain whether the **Welcome Pack** is required.
- 14/54 Matters for future consideration

DATE OF NEXT MEETING: Thursday 19th June 2014