

# **HORSINGTON PARISH COUNCIL**

## **ANNUAL GENERAL MEETING**

Clerk: Mrs L Needham  
Ravenscroft  
Main Street  
Horsington  
Woodhall Spa  
LN10 5EX  
Tel: 01526 388253  
Email: lynneed@hotmail.co.uk

Dear Councillor,

Your presence is requested at the Council Meeting due to be held in the Village Hall at 7.45 pm on Wednesday 9th May 2018

### **AGENDA**

1. Election of Chairman
2. Election of Vice-chairman
3. Apologies for absence.
4. Minutes of Meeting held 14th March 2018
5. Matters Arising
6. Annual Return – Council to resolve upon approval of the following requirements of Annual Return:
  - a – Internal Audit Report
  - b -to confirm that HPC meets requirements for the RFO and Chairman to sign the certificate of Exemption for submission to the External Auditor.
  - c -Annual Governance Statement (Section 1)
  - d – Accounting Statement (Section 2)
  - e – Variance Reports and Reconciliations
  - f – Notice for exercise of Public Rights will be published on 3<sup>rd</sup> June 2018 and accounts available from 04/06 to 13/07. Note that c -e above will be published on the website
7. Chairman and Clerks items
  - Risk review ( Insurance)
9. Correspondence
10. Any other business:

11. Date of next meeting

Please contact the Clerk Mrs L Needham if you are unable to attend. Thank you.