

**Notice is hereby given that the Annual Meeting of
MILWICH with FRADSWELL PARISH COUNCIL
will be held on WEDNESDAY 15th May 2019
at Milwich Village Hall
Commencing - Following the Milwich Annual Parish Assembly
Members of the Council are hereby summoned to attend**

AGENDA

Prior to and at the conclusion of the meeting Members of the Public are invited to ask questions or make statements otherwise Standing Orders are adopted to regulate meeting business, unless revoked.

19.05

- 1. Apologies**
- 2. Declarations of Acceptance of Office for the re-elected Councillors**
 - 2.1 Two vacancies for Milwich Councillors.
 - 2.2 Return of Election Expense Forms to Stafford Borough for all re-elected Councillors
- 3 Election of Chairman**
 - 3.1 To receive Chairman's Declaration of Acceptance of Office
- 4. Co-option of Milwich Councillors**
 - 4.1 Declarations of Acceptance of Office.
- 5. Election of Vice Chairman**
- 6. Confirmation of Adoption of Standing Orders, Code of Conduct, Account & Audit Regulations 2015 and Governance & Accountability Guide 2019**
 - 6.1 Confirmation of Model Standing Orders 2018.
 - 6.2 Code of Conduct. The Stafford Borough Council model (Version 10 July 2012) was adopted at the Parish Council meeting on 19th September 2012.
 - 6.3 Confirmation of the Adoption of the Accounts and Audit Regulations 2015 and the adoption of the Local Audit and Accountability Act 2014, Smaller Bodies Transparency Code 2014 and the Local Audit (Smaller Authorities) Regulations 2015.
 - 6.4 Compliance with the Governance and Accountability for Smaller Authorities - A Practitioners Guide to Proper Practices April 2019.
- 7. Confirmation of Adoption of Risk Assessment, Audit Calendar / Event Diary & Review Financial Procedures**
 - 7.1 Financial Risk Assessment modified to Issue 13 - April 2017. Rewritten Issue Increase in LGA 1972 s137 Spending Limit to £8.12 per elector.
 - 7.2 Personal Injury Risk Assessment related to Council owned property. Issue 4 08 May 2017.
 - 7.3 Audit Calendar / Event Diary Issue 1 May 2007.
 - 7.4 Review Financial Procedures
- 8. Continued Adoption of the General Data Protection Regulations 25th May 2018**
- 9. Confirmation of Dates, Times, Venue of Ordinary Parish Council Meetings 2019 / 2020**
- 11. Minutes** Parish Council Meeting 17th April 2019
- 12. Chairman's Announcements**
- 13. To receive Declarations of Disclosable Pecuniary Interests, Declared Personal Interests and other Personal Interests.**
- 14. Outstanding Matters** Reports and Updates

15. Stafford Borough Council

- 15.1 Correspondence
 - 15.1.1 Milwich Ward Election Results
- 15.2 Report from District Councillor

16. Staffordshire County Council

- 16.1 New Highway Matters
- 16.2 Correspondence
- 16.3 Report from County Councillor

17. Brick Kiln Pits Report

18. Finance

- 18.1 Financial Statement.
 - 18.1.1 Bank Account Reconciliation.
- 18.2 Invoice. BHIB Insurance. Annual Insurance Renewal. £485.24 . LGA 1972 s111.
- 18.3 Internal Independent Audit. Completed by Mr C Bulman.
 - 18.3.1 Audit Fee. £75.00 to All Saints PCC as requested by Mr C Bulman LGA 1972 s111
- 18.4 To consider any other payments previously sanctioned
- 18.5 External Audit. Signing of Certificate of Exemption, Annual Governance Statement and Annual Account Statement

19. Planning

- 19.1 Applications returned to Stafford Borough Council - Reply Awaited
 - 19.1.1 17/27179/FUL Fairfield Stables, Sandon Lane, Milwich
Retention of access / replacement caravan / creation of menage
 - 19.1.2 19/29834/FUL Grasmere, Church Lane, Fradswell.
Four Holiday Log Cabins plus track and water treatment plant.
 - 19.1.3 19/30031/FUL Park Farm, Fradswell. Dairy Milking Parlour
- 19.2 Application Decisions by Stafford Borough Council
- 19.3 Applications received by the Parish Council for Consultation
 - 19.3.1 19/30469/HOU 2 The Allways, Milwich. Alterations and Extensions
- 19.4 Planning Appeals Planning Queries *None*

20. Correspondence

- 20.1 Staffordshire Parish Councils' Association
- 20.2 Any other correspondence received by the meeting date, for information.

21. Matters Raised by Member Councillors / Clerk

- 21.1 Stafford Shopper Bus Dates. 22 May, 19 Jun, 17 Jul, 14 Aug, 11 Sep, 9 Oct, 6 Nov, 4 Dec.

22. Date of Next Meeting Wednesday 19th June 2019 Fradswell Village Hall

6th May 2019
B A Boughey Clerk
Telephone 01889 502757