

HESLINGTON PARISH COUNCIL

THE BYRE
FIELD HOUSE FARM
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Wednesday 15 May 2013

To all members of the Council

You are hereby summoned to attend the Annual Meeting of Heslington Parish Council to be held in The Meeting Room on Tuesday 21 May 2013 at 7.15p.m. for the purpose of transacting the following business.

F.A. Hill Clerk to the Council

AGENDA

1. To elect Chairman for 2013-2014
2. To receive the Chairman's declaration of acceptance of office
3. To elect Vice-Chairman for 2013-2014
4. To receive apologies for absence and reasons given
5. To appoint representatives:
 - 5.1 Yorkshire Local Councils Association
 - 5.2 Heslington East Community Forum
 - 5.3 Good Neighbourhood Forum
 - 5.4 Ouse and Derwent Drainage Board
 - 5.5 Sportsfield
 - 5.6 York Environment Forum
 - 5.7 Alms Houses
 - 5.8 Elvington
6. Councillors to deal with following issues
 - 6.1 To approve accounts for year ending 31 March 2013
 - 6.2 To confirm arrangements for Internal Audit and External Audit
 - 6.3 To review salary for Parish Clerk for 2013-2014
 - 6.4 To review employment policies and procedures
 - 6.5 To review Training/Professional Development
 - 6.6 To review Insurance arrangements for 2013-2014
 - 6.7 To review Asset Register
 - 6.8 To review the Financial Regulations
 - 6.9 To review the Standing Orders
 - 6.10 To review the Complaints Procedure
 - 6.11 To review the Grant Awarding Policy
 - 6.12 To review Risk Management
 - 6.13 To review the Freedom Of Information Publication Scheme
 - 6.14 To review the Quality Parish Council Scheme
 - 6.15 To review the Banking facilities