

BARTHOMLEY PARISH COUNCIL

Briefing Notes - May 2018

Annual Parish Council Meeting

1. Election of Chairman & Vice-Chairman
Currently Cllrs Brian Whittaker & Teresa Clark.

6. Annual Business
 - Appointment of RFO (Responsible Financial Officer) - the Clerk
 - Annual Risk Assessment - the Clerk outlines the physical, financial and policy risks facing the Council. Members to review/approve
 - Review of Asset Register – Members to review/approve
 - Review of Standing Orders
 - Planning Working Group - this normally comprises the Chairman, Vice-Chairman and one other member (Cllr Wilde in recent years)

7. Annual Statement of Accounts
 - Members to note the documents included with the papers – ledger for the year 2017-18; approved budget for 2018-19; cash flow for 2018-19; and receipts and payments summary for 2017-18 (including bank reconciliation)

Ordinary Parish Council Meeting

11. General Data Protection Regulation – to consider a paper from the Clerk on this matter, which contains actions to be carried out by the Council

14. Accounts for payment.

M Bailey - salary (April, May)	£174.26
HMRC – tax on Clerk’s salary	£43.56
ChALC Affiliation fee	£59.04
Community Lincs (insurance)	£183.59
Roy Aspinall (litter pick)	£1,188.00

Mark Bailey
Clerk
May 2018