

Agenda for Westonbirt with Lasborough Parish Council
on Wednesday 13th July 2016
at Woodlands House, Westonbirt
commencing at 1900 hrs

1. To note apologies for absence
2. To receive declarations of pecuniary interest in connection with agenda items as shown and not already stated on Register of Interests
3. To adopt Minutes of Parish Council Meeting held on 27th April 2016
4. Matters arising
 - a. Selection of Future of PC Website -
In hand but not yet complete
5. To agree the addition of the BT Telephone Kiosk to the existing Parish Council insurance policy
6. To review receipts and payments for current year to date
7. To carry out a bank reconciliation
8. To review the Risk Management Policy
9. To review and if appropriate adopt the Draft Complaint Handling Procedure
10. To agree an annual programme for the review of other policy and procedural documents.
Proposed review dates are shown in italics.
 - a. Complaint Handling Procedure (draft not yet adopted) – *July meeting?*
 - b. Standing Orders (not yet finalised or adopted) – *September meeting?*
 - c. Code of Conduct – *September meeting?*
 - d. Publication Policy (FOI Publication Scheme) – *December meeting?*
 - e. Financial Regulations (reviewed at AGM) – *change to February meeting?*
 - f. Risk Management Policy (to be reviewed at this meeting) – *change to May AGM?*
11. To consider any planning applications received
12. To consider the arrangements for the next Annual Parish Meeting
13. The date of the next parish council meeting will be 21st September 2016

N.B. All necessary documents are either available on the parish council website or hyperlinks have been provided to the relevant external website.