

# **TICHBORNE PARISH COUNCIL**

**15 The Heath Denmead Waterloooville PO7 6JT**

**Tel: 02392 264528**

**Clerk to the Council: Mr Brendan Gibbs**

**The Annual Council Meeting of the Tichborne Parish Council is at 6.30pm on WEDNESDAY 1st May 2019  
at Alresford Golf Club, Tichborne Down.**

## **AGENDA**

**Cllrs Foot, French-Brooks, Hugh, Kinder, McWhirter, Raines and Stewart are summoned to attend this meeting.**

### **1) Election of Chairman**

**a) To elect a Chairman for the municipal year 2019-20**

**b) To receive the declaration of acceptance of office by the Chairman.**

### **2) Apologies. To receive any apologies for absence.**

### **3) To receive any Declarations of Interest arising from this agenda.**

### **4) To approve the minutes of the last Ordinary Meeting of the Parish Council of Tichborne held on 18<sup>th</sup> March 2019 (Previously circulated).**

### **5) Public Session. The meeting will recess for a period not exceeding 10 minutes so as to allow members of the public to address the meeting.**

### **6) Finance.**

**a) To receive and approve any outstanding Orders for Payment.**

**b) Internal and External Audit 2018-19. To discuss and determine actions.**

### **7) Internal Audit - Financial and non-financial risk assessment. To complete the annual review of existing systems and controls.**

### **8) Councillor Responsibilities.**

**a) To allocate individual councillor's responsibilities including Planning, Licensing, Environment, Highways & Transport.**

### **9) Employee Responsibilities.**

**a) To consider delegating limited powers to the Clerk to the Council when co-ordinating and responding to planning or licensing applications between meetings.**

### **10) Any other report which the Chairman deems urgent – NO DECISIONS to be made.**

**Brendan Gibbs**

**Clerk to the Parish Council of Tichborne. April 11<sup>th</sup> 2019**

**Members of the Press and Public are welcome to attend any meeting of the Parish Council. These rights are enshrined in the Public Bodies (Admission to Meetings) Act 1960 and the Openness of Local Government Bodies Regulations 2014.**

**All in attendance should be aware that filming, photographing, recording, broadcasting or transmitting the proceedings of the Council may occur during the meeting.**