

To Members of Bickenhill Parish Council
You are duly summoned to attend the Annual General Meeting of
Bickenhill Parish Council to be held on Wednesday 5th May 2010 at
7:15pm in the Parish Hall Marston Green.

AGENDA

- 1 Election of the Chairman
- 2 To receive the Chairman's Declaration of Acceptance of Office
- 3 Election of the Vice-Chairman
- 4 To receive the Vice-Chairman's Declaration of Acceptance of Office
- 5 Apologies
- 6 Declaration of Members Interest of Items on the Agenda
- 7 Approval of the Minutes of the Annual General Meeting.
Held on the 6th May 2009
- 8 To appoint members to the Internal Committees – see attached
- 9 Review the Terms of Reference for the Committees – sent via e-mail
- 10 To Appoint Representatives to sit on Outside Bodies & External
Committees – see attached
- 11 Approval of the meeting dates for the Parish Council & Committee
Meetings for 2010/11
- 12 To Agree Cheque the signatories & Bank Mandate. Cheques must be
signed by three signatories
- 13 To adopt the revised Standing Orders as discussed at the Committee
Meetings
- 14 To adopt the revised Financial Regulations as discussed at the Committee
Meetings
- 15 Approval of WALC Annual Subscription
- 16 Year End Accounts as at the 31st March 2009
16.1 Bank Reconciliation – Copy attached
- 17 Review of Asset List – Copy attached
- 18 Review of Financial Risk Assessment – Copy attached
18.1 Review of Insurance Policy
- 19 To establish the following procedures
 - a. Complaints Procedure
 - b. Handling of requests made under the Freedom of Information Act 2000

- c. Handling requests made under the Data Protection Act 1998
- d. A policy for dealing with the Press & Media

Signed: 
Clerk to Bickenhill Parish Council

26th April 2010