

Barrowford Parish Council
55, Gisburn Road, Barrowford, Nelson, Lancashire

To all Councillors

Annual General Meeting of the Council

You are hereby summoned

**to attend the Annual General Meeting of the above Council
to be held at the Council Offices on Wednesday 16th May 2012**

Following the Annual Meeting with the Public

When the following items of business will be discussed.



Iain A. Lord
Clerk to the Council

AGENDA

- 1. Election of Chairman:**
- 2. To receive the Chairman's Declaration and Acceptance of Office:**
- 3. Declaration of Interests:**

Members are reminded of the requirements of the Members Code of Conduct concerning the declaration of interests.

A Member must generally declare a personal interest he/she has in any item on the agenda. Declaration involves stating the interest and also the nature of the interest.

If the interest is a 'public service' interest this need not be declared unless and until the Member speaks on the item.

A Member with a personal interest may speak and vote on the item.

If the personal interest is also a prejudicial interest then the member may speak at the start of the item but must leave the room before any discussion or vote on it. If he/she does not wish to speak he/she must leave the room at the start of the item.
- 4. Apologies for Absence:**
- 5. Election of Vice-Chairman:**
- 6. To reaffirm the formation of the General Purposes, the Administration Review Committee, Best Kept Garden Committee and Human Resources Working Group and to appoint members to the latter three:**
- 7. Appointments to Other Bodies:** See attached sheet for 2011-12 appointments.
Enc.
- 8. Council & Committee Meeting Dates for 2012-13:** See attached sheet for suggested dates.
Enc.
- 9. Subscriptions for 2012-13** See attached list for 2011-12 subscriptions.
Enc.

- 10. Minutes of the Council:**
Enc. That the Minutes of the Council held on the 18th April 2012, copies having been circulated, be approved as a correct record and signed by the Chairman.
- 11. Minutes of the General Purpose Committee:**
Enc. That the minutes of the General Purposes Committee held on the 4th April 2011, copies having been circulated, be noted.
- 12. Planning Applications** To consider the Councils Response to the following applications:
13/12/0173P: Demolition of existing rear extension and outbuildings and erection of 2 No. rear extensions and detached plant room. 72 Carr Hall Road Barrowford Nelson BB9 6QG
- 13. Correspondence to Report:** For information
- Enc.**
- 14. Financial Matters:**
Enc.
- a. Outturn for April 2012 To note
 - b. To consider payments for May to be made as on payments list attached.
- 15. Approval of Accounts 2011-12:**
Enc.
- a. That the adjustments for the year end bank reconciliation be adopted and the highlighted debits be approved for payment.
 - b. That the Annual Return to the Auditor be approved.
 - c. That the Statement of Assurance had been read understood and the replies approved.
 - d. The Clerks Explanatory Notes having been read to the Council and approved by the Council. (Copy attached)
- 16. Holmefield House:** Progress Report
- 17. Reports From Working Groups:** Update for information only.
- 18. Report of the Clerk:** Update for information only.
- 19. Report on the Barrowford and Western Parishes Area Committee Meeting:** Update for information only.
- 20. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Update for information only.
- 21. Date, time & place of next meeting:** *7pm 20th June 2012 at 55 Gisburn Road Barrowford.*