Winterborne Whitechurch Parish Council

Agenda of the Annual General Meeting
Held on Wednesday 21st May 2025

1. CONFIRMATION OF ELECTION OF CHAIRMAN

1.1 To elect Chairman
1.2 To receive Chairman's Declaration of Acceptance of Office

2. CONFIRMATION OF ELECTION OF VICE CHAIRMAN

2.1 To elect Vice Chairman
2.2 To receive Vice Chairman's Declaration of Acceptance of Office

3. APPOINTMENT OF OFFICERS AND BRIEF HOLDERS

3.1 Human Resources Officer
3.2 Flood Liaison Officer
3.3 DAPTC representative
3.4 Highways Officer
3.5 Community Speed Watch representative
3.6 Speed Indicating Device representative
3.7 Play Park representative
3.8 Defibrillator representative
3.9 Tree Warden
3.10 Fields Close representative
3.11 Rights of Way Officer
3.12 Village Hall Liaison representative
3.13 Maintenance Working Group lead
3.14 Internal auditor

4. APPROVAL OF REGULATIONS AND DOCUMENTS

4.1 Standing Orders
4.2 Code of conduct
4.3 Financial regulations
4.4 Freedom of information requests
4.5 General data protection regulation
4.6 Complaints procedure
4.7 Environment policy
4.8 Social media policy
4.9 Safeguarding policy
4.10 Health and Safety policy
4.11 Equality and Diversity policy
4.12 To confirm the frequency and timings of Full Council meetings

5. FINANCE AND AUDIT

5.1 To approve income and expenditure for financial year 24/25 subject to audit

5.2 To approve the budget for financial year 24/25 subject to audit

5.3 To approve the reserves for financial year 24/25 subject to audit

5.4 To approve the asset register as of 31st March 2025

5.5 To approve the insurance schedule for 25/26

5.6 To confirm the requirement for limited assurance external audit

5.7 To confirm the dates for notice of public rights to view unaudited accounts

5.8 To confirm any conflict of interests with BDO

5.9 To approve the Annual Governance and Accountability Return for 24/25 subject to audit to include Annual Governance Statement and Accounting Statements