

QUERNMORE PARISH COUNCIL

R.B. Alexander
Clerk to the Council
email brucealexander51@gmail.com
Tel. 01524 32789

Heather Barn
Rigg Lane
QUERNMORE
Lancaster LA2 9EH

To : All Parish Councillors

4th May 2018

RBA/QPC/106

Dear Councillor,

The Annual Parish Meeting will be held on Monday 21st May 2018 at 7.30 in the Quernmore Methodist Schoolroom. The Agenda is set out below

Yours Sincerely

Clerk to the Council

AGENDA

18/112 APOLOGIES FOR ABSENCE (if any)

18/113 ELECTION OF OFFICERS

The following vacancies are to be filled :-

- a) Chair - (presently Cllr G Kelsall)
- b) Vice-Chair - (presently Cllr J Townley)
- c) Representatives to LAPTC - the Chair and Vice-Chair
- d) Responsible Financial Officer - (presently the Clerk.)

18/114 OPEN SESSION

18/115 MINUTES

The Minutes of the previous Parish Council meeting will be submitted for confirmation as a correct record

18/116 MATTERS ARISING

18/117 POLICE AND COMMUNITY TOGETHER

18/118 RISK ASSESSMENT

As part of the Annual Audit we must consider and minute that all risks to the Council have been reviewed and adequately insured against

18/119 AUDIT & ACCOUNTS

The Annual Accounts will be presented by the Clerk.

The Accounts require to be approved and the Audit Forms completed and signed. The submission date for Audit is 11th June 2018.

Mr Bonnett as acted as Internal Auditor

18/120 GRANTS

Grant applications have been received from the following organisations and will be considered :- St Peter's Church, Quernmore Methodist Church and Quernmore Recreation Club

18/121 FINANCIAL MATTERS

The precept (£ 4,200) has been received and banked.

The Balance remaining is £

Authority is requested for the payment of :-

Tax on Clerks Salary	£ 80.00
Clerk's Salary (£ 1,000 less Tax paid)	£ 920.00
Clerk's Office Allowance	£ 275.00
Clerk's Expenses	£
LALC Subscriptions	£
Quernmore Methodist Church – Use of room for meetings	£
Grants	

18/122 PLANNING MATTERS – The following are reported

18/124 DISTRICT COUNCILLORS REPORTS

18/125 DOCUMENTS & CORRESPONDANCE RECEIVED

18/126 ITEMS INTRODUCED BY MEMBERS (if any)

18/127 DATE OF NEXT MEETING

If the usual pattern is followed the next meeting will be held on Monday the 15th October 2018 at 7.30 pm.