



Established 1894

Angmering Parish Council

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TO MEMBERS OF THE COMMITTEE;

YOU ARE SUMMONED TO A MEETING OF THE GOVERNANCE & OVERSIGHT COMMITTEE WHICH WILL BE HELD AT THE PARISH OFFICE ON WEDNESDAY 1 NOVEMBER 2017 AT 7.30PM

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 13 JUNE 2017

The accuracy of the minutes is to be agreed and adopted.

4. PUBLIC CONSULTATION

An opportunity for parishioners to seek information or question the Committee on any relevant matter.

5. CLERK'S REPORT

- a) To consider the attached action list
- b) To receive a report from the Clerk on matters that have arisen since the agenda was produced.

6. 2016/2017 ANNUAL RETURN

To receive the attached Annual return following the External Audit. There is nothing to do as a result of this.

7. APPOINTMENT OF INTERNAL AUDITOR

The Parish Council is requested to:

- a) consider the reappointment of RS Hall & Co as the Internal Auditor for the 2017/2018 financial year, or
- b) consider the appointment of Mark Mulberry as Internal Auditor (see attached email exchange)

8. POLICY SETTING

To consider the policies listed below to review, drafts attached. The intention is to adopt a set of coordinated policies for all activities of the parish council, and to monitor their effectiveness.

- a) Community Engagement Policy
- b) Complaints Procedure
- c) Freedom of Information Policy
- d) Training Policy

9. 2018/2019 BUDGET AND PRECEPT

To consider the attached report on budget preparation to date and to give direction to the Clerk/RFO on the assumptions to be included before presentation to Council.

10. CLERK'S APPRAISAL

To consider how the appraisal is to be carried out and by whom.

11. STAFF & COUNCILLOR TRAINING

To consider the attached schedule of training taken and suggest possible further courses that could be available.

12. STANDING ORDER/FINANCIAL REGULATIONS REVIEW

Attached are the current set of Standing Orders and Financial Regulations for consideration, together with the Clerk's thoughts on possible changes to improve and update these.

13. COMMITTEE MONITOR

To consider how the committees will report the progress in each of the policy areas for which they have responsibility.

14. DATE OF NEXT MEETING

The next scheduled meeting of the committee is Wednesday ^{7th FEBRUARY 2018} ~~1st November 2017~~.

RM

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Rob Martin – Clerk to the Council

Date..... *26/10/17*