



**You are summoned to attend  
The Annual Meeting of the Parish Council  
In Darley Memorial Hall  
on Wednesday 23<sup>rd</sup> May 2018 at 7.30p.m.**  
to be followed by a general meeting of the Council at 8.00p.m.

### **ANNUAL MEETING AGENDA**

- 1. Election of Chairman and Vice Chairman for 2018/19**
- 2. Declarations of Acceptance**
- 3. Additions to Register of Business Interests**
- 4. Apologies for absence**
- 5. Election / Confirmation of Representatives to other bodies**  
(current representatives are shown)  
Charity of Isabel Day (K Hardcastle, H Flynn, J Anderson)  
Yorkshire Local Council Associations (D McQueen)  
Safer Neighbourhoods Group (P Flynn)  
Darley in Bloom (S Welch)  
Darley Playing Fields Association (D McQueen)  
Darley Memorial Hall (D Dickinson)  
Focus on Darley (S Welch)  
Nidderdale Plus ( )  
Other organisations as necessary
- 6. Finance & Legal Requirements**
  - a. To accept audited Financial Report for 2017/18
  - b. To complete exemption for external audit form
  - c. To complete Governance Statements on Annual Return
  - d. To approve accounts on 2016/17 Annual Return
  - e. To confirm dates for public inspection of Annual Return
  - f. To accept Internal Audit Report and consider recommendations
  - g. To agree cheque signatories for 2017/18
  - h. To review process of internal control and audit and methods of payment
  - i. To review Risk Assessment Strategy, Standing Orders and Financial Regulations
  - j. To agree insurance cover for 2018/19
- 7. Schedule of Meetings 2018/19**  
To agree draft meeting schedule
- 8. Date of next Annual Meeting**  
21 May 2019 (provisional)

*Alexia Zeniou  
Clerk to the Council  
19 May 2018*