**DIDDLEBURY PARISH COUNCIL**

**By Order of the Council:**

**An Ordinary Meeting of Diddlebury Parish Council will be held at**

**WESTHOPE VILLAGE HALL on WEDNESDAY 22nd JUNE 2016 at 7.30pm**

 **when members are summoned to attend to deal with the Agenda business.**

**Apologies to the Clerk please.**

**Signed: Jean de Rusett, Clerk Dated 13th June 2016**

**Clerk's address: The Grange, Leinthall Earls, Leominster, Herefordshire HR6 9TS**

 **Tel: 01568 770640** **diddleburypc@gmail.com** **www.diddleburyparish.co.uk**

**AGENDA**

1. **To record those present and to receive apologies for absence**
2. **To receive Declarations of Interest relating to this meeting**
3. **Public involvement session:** (Agenda Items Only)

**4. Minutes:** To approve as a correct record and sign the Minutes of the three meetings on 18th May 2016

**5.** **Matters Arising**: To deal with matters arising from the Minutes of 18th May 2016 not included elsewhere on the agenda.

**6. Reports**

6.1 Chairman’s Report

6.2 Unitary Cllr Motley’s Report :

6.3 Other members’ Reports

**7. Highways & Environmental matters**

**8. Planning applications** (none as at 13.6.16)

**9. Correspondence and communications**

**10. Finance:**

 10.1 Finance Report for June 2016 and approval of cheques to be signed

 10.2 Verification of Cash Book./ Bank statements reconciliation

**11. Consideration of the Internal Auditor’s Report on the Accounts for 2015/2016**

 **Consideration and approval of the Annual Governance Statement and the Accounting Statement in the Annual Return for the year ended 31.03.16**

**12. Consideration of the issues raised in the PPSG's Report of May 2016**

**13. Review of 2016/2017 insurance cover**

**14. Any Other Business** (for dissemination of information only)

**Date of Next Meeting**

**Wednesday 27th July 2016 - 7.30pm at Westhope Village Hall**