



**Cirl bunting**  
 The cirl bunting is the UK's  
 rarest farmland bird.  
 The entire breeding population  
 is found between Exeter and Plymouth.

# COFFINSWELL PARISH COUNCIL

**Parish Clerk: Rachel Avery**  
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**AGENDA FOR THE ANNUAL GENERAL MEETING OF COFFINSWELL PARISH COUNCIL**  
**WEDNESDAY 09 MAY 2017 IN ST BARTHOLOMEW'S CHURCH, COFFINSWELL**

You are hereby SUMMONED to attend the Meeting of the Council, which is to be held at St Bartholomew's Church, Coffinswell on **Wednesday 09 May 2018 at 1830** for the purpose of transacting the following business:

No	Subject	Comments
1	To elect a Chair and Vice Chair for the Council Year 2018/19 (also serving as Planning Chair and Vice Chair)	
1	The Chair will open the meeting and receive apologies.	
2	To declare any interests arising at this meeting.	
3	To approve the minutes of the AGM held on Thursday 18 May 2017.	
5	Finance: <ul style="list-style-type: none"> <li>• Annual Accounts               <ul style="list-style-type: none"> <li>- To approve the 2017/18 Annual Accounts</li> <li>- To approve the Annual Governance Statement and Annual Accounting Statements for the External Audit</li> </ul> </li> <li>• Appointment of Internal Auditor</li> <li>• Asset register</li> <li>• Insurance</li> <li>• Policies for consideration and approval:               <ul style="list-style-type: none"> <li>- Standing Orders</li> <li>- Financial Regulations</li> <li>- Community Engagement Policy</li> <li>- Handling Requests for Information</li> <li>- FOI and Publication Scheme</li> <li>- Grants Policy and Procedure</li> <li>- Health and Safety Policy</li> <li>- Record Retention Policy</li> <li>- Social Media Policy</li> </ul> </li> </ul>	

Parish Clerk  
 03/05/2018