

## Tutbury Parish Council Meeting Schedule and Action Plan Jan - Dec 2018

AIM -Tutbury Parish Council aims to serve the community and adhere to its legal obligations as a public body. All minutes and agendas are available on the website [www.tutbury-parish-council.tutbury.org](http://www.tutbury-parish-council.tutbury.org)

Month	Date	Meeting	Venue	Objective	Actions -Key Agenda Items
Jan	15th	Parish	Charity House	Standard Agenda	Clerks Report, Accounts for payment, Borough and County Reports, Planning, Correspondence
Feb	19th	Parish	Charity House	Contracts for 2018	Contract renewals, Policies Review
Mar	19th	Parish	Village Hall Small Room (VHSR)	Risk Assessment	Council Risk Assessment, Annual Parish, Best Kept Village,
Apr	16th	Parish	Village Hall Small Room	End of Year Accounts	Distribution of Accounts, Remembrance Event planning
May	weeek com 14th TBC	Annual Parish	Village Hall Large room	community Engagement Refreshments available	Chairman's report, Accounts summary, Community Buildin groups event
May	21st	Annual Council	VHSR	Election of Chairman	Formation of Committees, Register of Interests Review, Declaration Of Office
Jun	18th	Parish	VHSR	External Audit	Annual Governance Statement 2016-2017 Accounting statement 2016-17
Jul	16th	Parish	VHSR	Cornmill Lane Football Review,	Review of requirements of the playing fields for the new football season.
Aug	20th	Planning	VHSR	Planning Applications	Planning Meeting
Sep	17th	Parish	VHSR	Council Action Plan	Set out the plans for the following year that mat impact on budget constraints
Oct	15th	Parish	VHSR	Budget Considerations for next year	Budget Considerations, Remembrance Sunday, Christmas Decorations
Nov	19th	Parish	VHSR	Budget Proposal	Setting a budget in preparation of the precept requirements
Dec	17th	Parish	VHSR	Setting of Precept	Finalisation of the budget to determine the precept required.

**Meeting held start at 7.30pm**