

**St Mellion Parish Council  
Annual Parish Council Meeting  
Tuesday 12th May 2026 at 6:30pm  
St Mellion Church Hall**

Note: this may start before 6:30pm if the preceding Annual Parish Meeting of Electors (which starts at 6:00pm) takes less than 30 minutes.

**1. Councillor matters**

- 1.1. *To receive apologies for absences:*
- 1.2. *To receive declarations of pecuniary interests*
- 1.3. *To receive declarations of non-registerable interests*
- 1.4. *To approve written requests for dispensations*

**2. Current Chair's Annual Report**

**3. Appointment of Chair for 12 months to May 2027**

**4. Appointment of Vice Chair for 12 months to May 2027**

**5. Internal Audit Report for year ending 31<sup>st</sup> March 2026**

**6. External Audit Submission for year ending 31<sup>st</sup> March 2026**

- 6.1. *Certificate of Exemption:*
- 6.2. *Annual Governance Statement:*
- 6.3. *Accounting Statements:*
- 6.4. *Exercise of Public Rights*

**7. Review of Existing Parish Council's Policies and Procedures**

- 7.1. *Standing Orders*
- 7.2. *Financial Regulations:*
- 7.3. *Payroll Signatories:*
- 7.4. *Bank Mandate:*
- 7.5. *Financial Risk Assessment*
- 7.6. *Insurance Cover and Renewal*
- 7.7. *Asset Schedule for Audit and Insurance and Checks Procedures:*
- 7.8. *Publication Scheme, including procedures for handling requests made under the Fol Act 2000 and GDPR:*
- 7.9. *Policy for dealing with the press/media:*
- 7.10. *Complaints Handling Procedure:*
- 7.11. *Dignity at Work Policy:*
- 7.12. *IT & Cyber Security Policy:*

**8. New Parish Council Policies for Adoption:**

**9. Review of the Parish Council Community Grant Scheme:**

**10. Subscriptions to other bodies**

**11. Representation on/work with other bodies and arrangements for reporting back**

**12. Parish Council meeting schedule up to/including the 2027 Annual Parish Council Meeting**

**13. Public comment**

**14. Close**