

CLOPTON PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

Thursday 19th May 2016 at 7.30 pm in the Village Hall

A G E N D A

Members of the public will have the opportunity to speak regarding any items on this agenda or raise issues for future consideration at the discretion of the Chairman.

1. **Election of Chairman and Declaration of Acceptance**
2. **Chairman's Welcome**
3. **Public Forum/Open Session**
 - Reports from County and District Councillor's, Police and other organisations - if not already given at APM.
 - Update – Broadband Provision Within the Village.
4. **Apologies**
 - To receive councillors apologies for absence.
5. **Declaration of Interests/Dispensation Applications Received**
6. **Election of Other Officers**
 - Officers to be elected:-
 - Vice Chairman
 - SALC Representative
 - Emergency Planning Officer
 - Responsible Finance Officer
 - Communications
7. **Minutes**
 - To approve the minutes of the last meeting of the Council, Thursday 17th March 2016.
8. **Matters arising from the minutes**
9. **Finance**
 - To receive the financial report from the RFO including balances at the bank.
 - To receive and approve payments since last meeting and authorise cheques.
 - To approve the end of year accounts for 2015-2016.
 - To complete the Annual Return: Sections 1 and 2.
(Approve Accounting Statements and Annual Governance Statement).
 - To approve Heelis & Lodge as Internal Auditors for 2015-2016.
 - Review Asset Register
 - Review Risk Management Document.
 - Review Financial Regulations and Standing Orders.
 - Review Code of Conduct.
 - Village Fete funding.

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10. **Planning matters**
 - To receive planning decisions.
 - To consider planning applications received after the agenda was produced.
 - Other planning matters.
11. **Transparency Fund**
 - Funding Application.
12. **Deeds to the Village Hall**
 - Update.
13. **Traffic Speed B1078 Road**
 - Update.
14. **Clerk's Report on Urgent Decisions since the last meeting**
15. **Officer's and Representative's Reports**
16. **Correspondence** (for information)
Clerk and Councils Direct for Circulation.
17. **Matters to be brought to the attention of the Council for the next meeting**
Review of Internal Auditors Report.
18. **Dates of future meetings**
 - Thursday 21st July 2016, 7:30pm, Village Hall, Parish Council Meeting.
 - Thursday 15th September 2016, 7:30pm, Village Hall, Parish Council Meeting.
 - Thursday 17th November 2016, 7:30pm, Village Hall, Parish Council Meeting.

Signed..... Clerk to Clopton Parish Council

Date.....