

# CLOPTON PARISH COUNCIL

## ANNUAL PARISH COUNCIL MEETING

Thursday 17<sup>th</sup> May 2018 at 8.00 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 and other organisations – if not already given at APM.
  - Footpath enquiry – B1079 Road – update.
  - Public Rights of Way – Debach Airfield – update.
  - Potholes/parking – Shop Road/Rouse Hall – update.
- 4. Apologies**
  - To receive councillor's 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 22<sup>nd</sup> March 2018.
- 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.
  - NALC Salary Pay Scales 2018-2019.
  - To approve the end of year accounts 2017-2018.
  - To complete the Annual Governance and Accountability Return: Sections 1 and 2. (Approve Accounting Statements and Annual Governance Statement).
  - Review Asset Register.
  - Review Risk Management Document.
  - Review Financial Regulations and Standing Orders.
  - Review Code of Conduct.

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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. **Internal Auditors Report**

12. **Defibrillator**

- Update.

13. **General Data Protection Regulations (GDPR)**

- Update.

14. **Broadband**

- Update.

15. **Clerk's Report on Urgent Decisions since the last meeting**

16. **Officer's and Representative's Reports**

17. **Correspondence** (for information)

- Clerk and Councils Direct for circulation.
- Community Action Suffolk membership details.

18. **Matters to be brought to the attention of the Council for the next meeting**

19. **Dates of future meetings**

- Thursday 26<sup>th</sup> July 2018, 7:30pm, Village Hall, Parish Council Meeting.
- Thursday 20<sup>th</sup> September 2018, 7:30pm, Village Hall, Parish Council Meeting.
- Thursday 15<sup>th</sup> November 2018, 7:30pm, Village Hall, Parish Council Meeting.
- Thursday 17<sup>th</sup> January 2019, 7:30pm, Village Hall, Parish Council Meeting.
- Thursday 21<sup>st</sup> March 2019, 7:30pm, Village Hall, Parish Council Meeting.

Signed..... Clerk to Clopton Parish Council

Date.....