

You are duly summoned to attend the
Annual General Meeting of **UPPER CLATFORD PARISH COUNCIL**
Wednesday 9th May 2018
At 7.30pm in the King Edward VII Memorial Hall
AGENDA

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| 1 | Apologies for Absence |
| 2 | Councillors to elect a Chairman |
| 3 | Councillors to elect a Vice Chairman |
| 4 | To receive and accept declarations of interest |
| 5 | Councillors to propose sub committees and members |
| 6 | Public Participation <i>Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes as per the Standing Orders of the Parish Council. This item will be limited to 15 minutes, unless agreed otherwise.</i> |
| 7 | To approve the minutes from the meeting held on 11th April 2018 |
| 8 | To receive the Clerk's progress report since the meeting held on 11th April 2018 |
| 9 | Planning – Planning sub-committee to report on the following applications: |
| 10 | Neighbourhood Development Plan Steering Group Report |
| 11 | Borough Councillor to provide a monthly report |
| 12 | County Councillor to provide a monthly report |
| 13 | Governance. Annual Governance & Accountability Return: Councillors to review Annual Governance Statement and propose any necessary changes to be made to the Standing Orders, Financial Regulations, and Risk Assessment Policy |
| 14 | Finance: 1. Internal Audit Report 2. Annual Governance & Accountability Return: To receive and approve the Annual Accounting Statement for FY 17/18 3. To receive and approve the financial statement for 1 st April 2017 – 30 th April 2017 4. To approve payments to be made. |
| 15 | Playing Fields 1. To report the Monthly Monitoring of Play Park Equipment 2. Anna Valley Playing Field. 3. Balksbury Bridge Playing Field 4. Sports Field |
| 16 | Trees and Open Space |
| 17 | Footpaths and Highways 1. Cllrs to report any footpath issues 2. Road Safety 3. Cllr Newell to report any street lighting issues |
| 18 | External Committees and Events 1. Report on changes to the website 2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall 3. Cllrs to Report on other meetings |
| 19 | Correspondence and E mail |
| 20 | Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 13th June 2018 |

Members of the Press and Public are welcome to attend unless otherwise stated

Signed: **C Emmett – Parish Clerk**

Email: upperclatfordparishcouncil@gmail.com Date of Issue: 1 May 2018