

MARSHLAND ST JAMES PARISH COUNCIL

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at St James Methodist Church **at 7.30pm on 9th May 2016**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Sarah Thorpe

Sarah Thorpe

Clerk to the Parish Council

2nd May 2016

AGENDA

- 1 Election of Chair
- 2 Election of Vice-Chair
- 3 Receive and consider acceptance of **apologies for absence**.
- 4 **Approve the minutes** of 11th and 25th April
- 5 Receive **declarations of interest** on agenda items.
- 6 Adjourn the meeting to allow for **public questions** on agenda items
- 7 Receive **Matters arising** from minutes (*for information only*).
- 8 Receive **Correspondence** (*for information only*)
- 9 To update Councillors **Register of Interest** forms
- 10 Appointment of **Committee Members and Representatives** – Playing Field Management Partnership, PC Reps for MDCSC committee and BC Planning Committee Reps
- 11 Report from MDCSC on **Community Building Project**
- 12 To discuss any issues from the **Playing Field Management Partnership meeting**.
- 13 **Highways issues** – to report new issues and discuss any outstanding matters.
- 14 **Finance** –
 - a Receive and accept Supporting Statement to accompany Annual Return
 - b Receive and accept Internal Auditors report
 - c Review and accept Statement on Internal Control for 2015/16
 - d Completion of Annual Governance Statement for 2015/16
 - e Acceptance of Accounting Statements for 2015/16
 - f Consider payment to Church for hire of building for PC Meetings
 - g Accept accounts to 30th April 2016
 - h Agree to sign cheques and approve payments
- 15 **Planning matters**
 - a To consider applications received since last meeting:
 - i 16/00773/F Construction of one 3 bed house at south of Marshland Farm, Middle Drove
 - ii 16/00357/F Conversion of outbuildings to offices at Willowdene Farm, Middle Drove
 - b Receive planning decisions from Borough Council
- 16 Adjourn the meeting to allow for **public questions** on agenda items
- 17 Receive items of concern and matters to be included on the **next agenda**.
- 18 Confirm the date of **next Parish Council Meeting** - 13th June.