

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 8th May 2017**. 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

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Clerk to the Parish Council

2nd May 2017

Account checking at 7pm

Cllrs Chapman and Gathercole

AGENDA

- 1** Election of Chair
- 2** Election of Vice-Chair
- 3** Receive and consider acceptance of **apologies for absence**
- 4** **Approve the minutes** of 10th & 25th April
- 5** Receive **declarations of interest** on agenda items
- 6** Adjourn the meeting to allow for **public comments** 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 & Reps** – Playing Field Management Partnership, PC Reps for MDCSC committee & 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** To approve request from Jubilee Hall Committee for the PC (as Custodian Trustee) **to sign documentation regarding transfer of ownership of Jubilee Hall**
- 14** **Highways issues** – to report new issues & discuss any outstanding matters.
- 15** **Finance** –
 - a Receive & accept Supporting Statement to accompany Annual Return
 - b Receive & accept Internal Auditors report
 - c Review & accept Statement on Internal Control for 2016/17
 - d Completion of Annual Governance Statement for 2016/17
 - e Acceptance of Accounting Statements for 2016/17
 - f Consider payment to Church for hire of building for PC Meetings
 - g Accept accounts to 30th April 2017
 - h Agree to sign cheques & approve payments
- 16** **Planning matters**
 - a To consider applications received since last meeting:
 - i 17/00566/F Rear extension to dwelling at 17 Walton Road
 - ii 17/00814/F Proposed relocation of gates at Lime Lodge, 224A Smeeth Road
 - b Receive planning decisions from Borough Council
- 17** Adjourn the meeting to allow for **public comments** on agenda items
- 18** Receive items of concern & matters to be included on the **next agenda**
- 19** Confirm the date of **next Parish Council Meeting** - 12th June