

# MARSHLAND ST JAMES PARISH COUNCIL

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at Marshland Hall at **7.30pm on 13<sup>th</sup> May 2019**. 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

7<sup>th</sup> May 2019

## Account checking at 7pm

Cllrs Norman and Thorpe

## AGENDA

- 1 Election of Chair
- 2 Election of Vice-Chair
- 3 Receive and consider acceptance of **apologies for absence**
- 4 Councillors **Declarations of Acceptance of Office, Register of Interest forms and Election Expenses forms**
- 5 **Approve the minutes** of 8<sup>th</sup> April
- 6 Receive **declarations of interest** on agenda items
- 7 Adjourn the meeting to allow for **public comments** on agenda items
- 8 Receive **Matters arising** from minutes (*for information only*)
- 9 Receive **Correspondence** (*for information only*)
- 10 Co-option to fill the **Casual Vacancy for Parish Councillor**
- 11 Appointment of **Committee Members & Reps** – Playing Field Management Partnership, PC Reps for MDCSC committee
- 12 To discuss any issues from the **Playing Field Management Partnership meeting**
- 13 Update on **damage to the trod** on Smeeth Road
- 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 2018/19
  - d Completion of Annual Governance Statement for 2018/19
  - e Acceptance of Accounting Statements for 2018/19
  - f Consider donation to St James Church in support of community facilities
  - g Accept accounts to 30<sup>th</sup> April 2019
  - h Agree to sign cheques & approve payments
  - i Approval of Parish CIL Annual Report
- 16 **Planning matters**
  - a To consider applications received since last meeting including:
    - i 19/00185/F Proposed single storey extension and erection of detached garage/workshop at Willowdale Farm, Moyses Bank. (Amended application)
    - ii 19/00740/F Change of use of piggery to dwelling at Meadow View Farm, Rustons Rd
    - iii 19/00804/RM Reserved matters: Construction of dwelling at Homeland, 337 Smeeth Rd
  - 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** - 10<sup>th</sup> June