

## SHOTTISHAM PARISH COUNCIL

All Councillors are hereby summoned to attend the next

### ANNUAL GENERAL MEETING

on Tuesday 9<sup>th</sup> May 2017 at 7.30pm

at The Trust Hall, Shottisham

### AGENDA

1. To Elect a Chair: Signing of Declaration of Acceptance of Office
2. To Appoint a Vice-Chair
3. Chairman's welcome and apologies for absence
4. PUBLIC FORUM – *an opportunity for parishioners to briefly raise matters of concern without having to sit through the whole agenda*
5. Reports: AR, (SCC) CB (SCDC)
6. Councillors' Declarations of Interest
7. Signing of Minutes of 14<sup>th</sup> March 2017 as a true record
8. To Confirm adoption of newly reviewed Standing Orders and Financial regulations
9. To Sign Internal Control Statement and Annual Governance Statement for external audit and approve Accounts for Year ended March 2017
10. To appoint internal auditor 2017-18
11. To review Asset Register
12. To review Risk Analysis and Insurance Policy
13. To discuss availability of Community Land Trusts for affordable housing (CB)
14. Clerk's report and Finance report:
  - Current Account:** £8,890.37 as close of business 2nd Feb 2017
  - Savings Account 1:** £1,674.78 as close of business 3<sup>rd</sup> Apr 2017
  - Savings Account 2:** £193.90 as close of business 3<sup>rd</sup> Apr 2017
15. Financial matters:
  - a) Update on signatories for bank account
  - b) Signing of cheques
    - i. Clerk's wages
    - ii. Clerk's expenses
    - iii. SALC subscription 2017/18 £131.28
16. To receive update on Highways Issues
17. To receive update on playground issues including football nets
18. Discuss conflict of interest concerns regarding marquee hire to the Sutton Plough
19. Matters to be brought to the attention of the Council