

## Elkesley Parish Council

I hereby give you notice of the **Annual Meeting** of the Elkesley Parish Council will be held on Tuesday 16<sup>th</sup> May 2017, at 7.30pm in the Elkesley Memorial Hall, High Street, Elkesley.

Dated this 9th May 2017

*Mrs W Davies*

Clerk of the Parish Council

### AGENDA

- 1) Election of Chairperson
- 2) Election of Vice-Chairperson
- 3) To receive signed Declaration of Acceptance of Office forms
- 4) To receive apologies for absence
- 5) To receive and record declaration of interests from Members in any item to be discussed
- 6) To hold a 10 minute public session
- 7) To approve the minutes of the meeting held 18th April 2017
- 8) To receive reports from the District and County Councillors
- 9) To appoint the Internal Auditor for 2017/18
- 10) To review signatories for the National Westminster Bank
- 11) To review Insurance Schedule for 2017/18
- 12) To approve the Annual Governance Statements for the year ending 31<sup>st</sup> March 2017
- 13) To approve the Statement of Accounts for the year ending 31<sup>st</sup> March 2017
- 14) To appoint Parish Council Representatives
- 15) To review Financial Risk Assessment for 2017/18
- 16) To review the Council Asset List
- 17) To review Parish Council Fees, Policies and Procedures for 2017/18
- 18) To review Standing Orders and Financial Regulations
  
- 19) Planning – To consider any planning applications, note any correspondence and decision notices
  - Application:** 17/00367/HSE
  - Location:** 2 Elm Tree Place, Elkesley
  - Proposal:** Proposed demolition of existing detached garage and erection of single storey side and rear extension, creation of rooms in roof space and replacement roof and new detached garage to front
  
- 20) Finance– To approve payments and receive financial update
- 21) To approve purchase of a second hand sit on lawnmower
- 22) To approve purchase of second defibrillator from the earmarked donations
- 23) To consider a contribution towards two benches for the sports field
- 24) To discuss allotments for the village
- 25) To receive village reports
  - a) Sports field and play equipment inspection
  - b) Highways and service faults
  - c) Cemetery
  - d) Defibrillator inspection report
- 26) To receive items of information for future agenda items
- 27) Time and date of the next Parish Council meeting