**SOMERTON PARISH COUNCIL**

**NOTICE OF ANNUAL PARISH COUNCIL MEETING TO BE HELD ON**

**TUESDAY 10TH MAY 2016**

**IN THE VILLAGE HALL AT 7.00PM**

**AGENDA**

1. Election of Chairman of Parish Council
2. Signing of Declaration of Acceptance by Chairman
3. Co-option to fill vacancy
4. Election of Vice Chairman of Parish Council
5. Apologies for Absence and date for receipt of Acceptance of Office forms
6. Return of Election Expenses forms
7. Declarations of Interest
8. Signing of Declaration of Interest forms
9. Minutes of Annual Parish Council meeting held on 5th May 2015 already approved on 2nd July 2015
10. Review of delegation arrangements to committees, sub-committees, local authorities & external bodies

**To consider a motion to suspend the meeting to allow members of the public and the Borough/County Councillors the opportunity to inform the meeting: -**

1. Public discussion – 15 minutes allowed.
2. Report from Borough Councillors/County Councillor – if present.

**Reopening of the meeting:-**

1. Report from the PCSO – if present.
2. To confirm minutes of the previous meetings held on 1st March, 22nd March and 11th April 2016.
3. To report matters arising from the minutes not already on the agenda, for information only.
4. Finance:
* To agree payments in accordance with the budget. Receipt of Wayleave payment from Eastern Power Networks £11.92 (for information only)
* Approval and signing of Accounts Year Ended 31.3.2016
* Insurance – details and renewal date
1. **Amended Planning Application**: **BA/2016/0110/HOUSEH** Change of use of existing detached double garage to residential annexe at The Firs, Staithe Road, Somerton.
2. Proposal to purchase one SAM2 vehicle activated road sign from the Community Fund, to agree locations for road sign as per County Council requirements and volunteers to undertake moving sign, recharging batteries etc. R Starling
3. Broads Authority Conservation Area Review – Update Parish Clerk
4. Upper Thurne Working Group Meetings - Update R Starling
5. Road Sweeping by Borough Council update: R Starling
6. Correspondence received.
7. To receive items for the next agenda.
8. To agree dates of future meetings for next 12 months.

**This meeting will be followed by the Annual Parish Meeting**