

SOMERTON PARISH COUNCIL

CHAIRMAN

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PARISH CLERK

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NOTICE

The Annual Parish Council meeting is to be held on Tuesday 1 May 2018 in the Village Hall commencing at 7.30pm (or to follow on from the Annual Parish meeting)

Parish Councillors you are summoned to attend this meeting

AGENDA

1. Election of Chairman of the Parish Council
2. Signing Declaration of Acceptance by the Chairman
3. Election of Vice Chairman of the Parish Council & signing declaration of acceptance
4. To consider apologies for absence
5. Declaration of interest on items on the Agenda
6. Review of declaration of Interests
7. Minutes of the Annual Parish Council meeting held on 2 May 2017
8. Review of delegation arrangements to committees, sub-committees, local authorities and external bodies.
The meeting closed
9. Public discussion – 15 minutes allowed
10. Report from Borough Councillors/County Councillor – if present
11. Police – if present
Re-open the meeting
12. To confirm the Minutes of the previous meeting held on 6 March 2018 & Planning meeting held on 27 March 2018
13. To report on matters arising from the Minutes, if not already on the Agenda for information only.
14. Asset Register
15. Accounts
 - a. To agree payments in accordance with the budget
 - b. Cash book/bank reconciliation and financial statement to year end
 - b. Insurance renewal
 - c. Internal Audit – PC
 - d. Audit Statement of Accounts
 1. Internal Auditors Report
 2. Section 1 & 2 of Annual Return
 3. Signing off cash book for year ending 31.3.18
16. Planning applications/decision and items
17. Update on Council House renovation – Parish Clerk
18. Bus shelters
19. Incidental matters dealt with since the last meeting:
 - a. Tree House construction – advised to contact Broads Authority Planning 20.3.18
 - b. Staithe Road – damage to verges – advised to contact NCC Highways
 - c. Staithe Road – complaint highway encroachment – informed NCC Highways
 - d. Horsey Road – complaint overgrown hedge – householder informed – no action, too late bird nesting
20. Stile in The Street – NCC response
21. Data Protection – update by PCllr Barker
22. Community Fund
23. Correspondence
24. Items reported to Parish Councillors
25. Items for the next Agenda
26. Date of the next meeting 3 July 2018

Shirley Weymouth
Parish Clerk
18 April 2018