

GREAT WITCHINGHAM PARISH COUNCIL

You are hereby summoned to attend the Annual Parish Council Meeting of Great Witchingham Parish Council at Great Witchingham Village Hall on Monday 16 May 2016 at 7:30pm.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

1639	Election of Chairman, to Sign Declaration of Acceptance of Office
1640	To Elect a Vice-Chairman
1641	To receive apologies for absence.
1642	To receive members' declarations of interests for meeting tonight.
1643	To approve the minutes of the last council meetings held on 21 March 2016. (attached)
1644	To receive information on matters arising from the minutes not covered elsewhere on the agenda.
1645	To adjourn the meeting to allow public participation.
1646	To receive an update on the purchase of a village sign.
1647	To update on Environment Agency
1648	To update on BDC complaints
1649	To Confirm the Standing Orders, Code of Conduct, Risk register Internal controls and Financial Regulations of the Parish Council (attached).
1650	To discuss NCC Highways Issues affecting parish - Sound-proofing fencing/planting along Porter's Lane (boundary to Weston Hall).
1651	To consider any outstanding planning applications or planning matters a) 20 The Street, Lenwade. b) Clayhall Farm Update
1652	To discuss finance issues
a)	To agree payment of accounts:- <ul style="list-style-type: none"> • Clerk salary, tax and expenses (April and May) £415.34 (standing order for £177.86 paid monthly) (cheque for £59.62 for expenses). • New notice board £TBC • George Bushell and (no parking signs in Hall Walk) £TBC. • Church £700 (agreed at last meeting) • Zurich (annual insurance) £308.35
b)	To consider refunding all outstanding Clayhall Farm monies.
c)	To sign the annual governance statement and annual audit

d)	To sign the bank mandate form to make Susie Rowles a signatory.
1653	To discuss correspondence – Speed Limit within Parish
1654	To discuss village hall
1655	To discuss playground
1656	To discuss public access agreements and public rights of way.
1657	To raise any other matters (items for information only).

Date and time of next meetings:

Monday 18 July
Monday 19 September
Monday 21 November

Signed:*Sonya Blythe*.....
Clerk to the Parish Council

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