

STOW BARDOLPH PARISH COUNCIL

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Mrs. V Howling
Clerk

Mr. W Esse
Chairman

77 The Drove
Barroway Drove
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14th May 2019

The **Annual Meeting** of the Stow Bardolph Parish Council will be held on **Tuesday 21st May 2019 at Barroway Drove Village Hall commencing at 7.30pm.**

All Councillors are summoned to attend.

Vicki Howling

Mrs V Howling
Clerk

The Agenda is attached

Parish Councillors – please arrive a few minutes early to complete your Declaration of Acceptance of Office, Register of Interest's Form and Election Expenses.

ANNUAL MEETING OF STOW BARDOLPH PARISH COUNCIL

**Tuesday 21st May 2019 at Barroway Drove Village Hall
7:30pm**

Stow Bardolph Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation Session. However, the law does not permit members of the public and press to take part in the debates.

Agenda

1. To elect a Chairman and Vice Chairman (and sign Declarations of Acceptance of Office)
2. To accept apologies for absence
3. To receive any Declarations of Interest in items on the agenda
4. To approve and sign the minutes of the meeting held 12th March 2019
5. To review and agree membership of subcommittees, working groups and outside bodies
 - a. Planning Working Group
 - b. GDPR Working Group
 - c. Hundred Acre Charity
 - d. Stow Bardolph Charity
6. To receive Clerk's report – update on matters arising from last meeting (for information only)
7. Open forum for Public Participation: an opportunity to hear from members of the public
8. To discuss any Highway Matters
 - a. To receive responses to items reported at last meeting
 - b. To report any new issues
 - c. To discuss other Highways matters, including correspondence
9. To discuss any Street Light matters
 - a. To report any issues
 - b. To receive an update on conversion to LED lamps
10. To discuss any Planning Matters
 - a. To receive any results of applications
 - b. To receive report from Planning Working Group
 - c. To receive new applications and make comment
 - d. To discuss other planning matters, including correspondence
 - e. To discuss and agree attendance at Rural Housing Conference on 6th September
11. To review and agree Council Risk Assessment
12. To review and agree Council Insurance cover for coming year
13. To review and agree renewal of Norfolk ALC membership

14. Finances

- a. To receive financial report and bank reconciliation for 2018-19
- b. To approve the Certificate of Exemption for 2018-19
- c. To approve the Internal Audit Report for 2018-2019 and consider any recommendations
- d. To approve the Annual Governance Statement for 2018-2019
- e. To approve the Accounting Statements for 2018-2019
- f. To review and agree Financial Regulations
- g. To agree the payment of accounts
- h. To discuss and agree requests for donations

15. To discuss purchase of defibrillators for parish

16. To discuss purchase and positioning of village signs

17. To review Clerk's salary (confidential item)

18. To notice any correspondence received (for information only)

19. To receive items for the next meeting agenda

20. To confirm dates and locations of meetings for the rest of the year