

Spexhall Parish Council

Members are summoned to the Annual Meeting of the Parish Council which will be held on Thursday, May 9th 2019 in the Village Hall, Spexhall after the Annual Parish Meeting being held at 7-30pm.

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session (Item 10) otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:

Signature: Paul Widdowson

Paul Widdowson, Clerk to the Council, 69 Dukes Drive, Halesworth, IP19 8DR:
Tel: 01986 872114: Email: paul.widdowson1@btinternet.com

Agenda:

- 1) **New Councillors** to sign the Declaration of Acceptance of Office:
- 2) **Co-option of Councillors:** Consideration of the applicants that have applied for the vacancies on the Council: To sign the Declaration of Acceptance of Office if co-opted:
- 3) **To elect a Chair for 2019-2020 and receive the Chair's Declaration of Acceptance of Office:**
- 4) **To elect a Vice-Chair for 2019-2020:**
- 5) **To appoint a Proper Officer and Responsible Finance Officer for 2019-2020:**
- 6) **Apologies:** To receive any apologies for absence.
- 7) **To receive Declarations of Interest and confirm all members have reviewed their Declarations of Interest Forms:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting
- 8) **Requests for dispensations:** Consideration of any requests for dispensation.
- 9) **To receive a report from the County and District Councillors:**
- 10) **Public Session:** Members of the public have fifteen minutes to ask questions on topics on the agenda.
- 11) **To confirm the Minutes of the Meeting held on March 28th 2019:**

12) To review the Council Action Plan including:

- a) **Highway Matters:** To update councillors.
- b) **Emergency Planning:** To update councillors.
- c) **Telephone Boxes:** To update the council

13) Planning Matters: To agree and discuss the following planning applications.

14) Clerk's Report and Correspondence: The Clerk to update the council on correspondence received and the administration of the council.

15) Financial Report:

- a) **Balances at the Bank on April 31st 2019:** To receive an update on the current financial status.
- b) **Cheques for payment:** To review receipts and approve payments.

16) Accounts year ending March 31st 2019: Review of the Accounts for Internal Audit and any questions:

- a) **To approve Section 1 of the Annual Return and sign declaration:**
- b) **To approve Section 2 of the Annual Return and sign declaration:**
- c) **To agree the accounts for the year ending 31st March 2019:**
- d) **Acceptance of financial report and year end accounts:**
- e) **To agree to a 'Limited Assurance Review' or to complete a 'Certificate of Exemption':**

17) Clerk's Pay for 2019 – 2020 – To review Clerk's Pay for 2019-2020.

18) To decide the date and receive agenda items for the next Parish Council Meeting.