

Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at Wiggenhall St Mary Magdalen Village Hall on 11 May 2017 at 7.30 pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. The meeting will be open to the public unless the Council otherwise direct.

10 minutes will be allowed during the meeting for members of the public to raise points of concern on agenda items.

AGENDA

- 21.17 Elect Chairman and Vice-Chairman
- 22.17 Receive **apologies** for absence
- 23.17 Confirm as a correct record the **minutes of the meetings** of the Council held 9 March and 28 March. Draft minutes previously circulated
- 24.17 Accept **declarations of interest and dispensation requests** on agenda items
- 25.17 Agree meeting be adjourned for **public speaking**
- 26.17 Consider applications for **co-option** to Parish Council
- 27.17 **Matters arising** not covered elsewhere on the agenda – (for information only)
- 28.17 **Correspondence** (for information only)
- 29.17 **Appoint representatives** for
 - a Village Hall Committee
 - b Safer Neighbourhood Team meetings
 - c Speedwatch Team
 - d Clean up Team
 - e Environmental working party
- 30.17 **Highways**
 - a Receive reports of highways issues including lighting and pot-holes requiring action
 - b Dog waste bin licence and installation update
 - c Parish Partnership update and confirm choice and location of bus shelter and Park Crescent sign
 - d Propose action to be taken regarding verge obstructions
- 31.17 Receive update on **Emergency Plan** and consider details of Emergency Planning Event
- 32.17 Receive **Reports** (for information only)
 - a Environmental
 - b Speedwatch
 - c Safer Neighbourhood Area Planning meeting
 - d Clean up Team - update to be sent to Great British Spring Clean 2017
- 33.17 **Cemetery** – agree proforma letter to be sent when applications for headstone or tablet erections received
- 34.17 **Planning** - Consider applications received
- 35.17 **Finance**
 - a. Resolve to accept monthly accounts to 30 April
 - b Receive Internal Auditors report for 2016/2017
 - c Complete and sign Annual Governance Statement
 - d Resolve to agree cheques to be signed and online payments made
- 36.17 **Councillors' concerns and agenda items** for next meeting –*information only*
- 37.17 Agree meeting be adjourned for **Public Speaking**.
- 38.17 Confirm date of **next meeting** – 8 June 2017