

The Annual Meeting of Stansfield Parish Council will take place on Monday 21st May 2018 at 7pm. Members of the public are welcome.

AGENDA

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by the Parish Council's Code of Conduct.
3. To elect a vice chairman.
4. To update Register of Members' Interests form.
5. To accept apologies and reason for absence.
6. Declaration of interest by Councillors in items on the agenda.
7. To approve the minutes of the meeting held on Monday 19th March 2018
8. To receive an update on the list of actions agreed at the last meeting
9. To discuss the following financial issues:
 - a) Approval of any payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) Payments made between meetings but previously authorised
 - d) Approval of record of receipts and payments (including online payments) made since the last meeting
 - e) Councillor to complete the checklist of Internal Controls
 - f) Update on the inspection of Parish Council property
 - g) To approve Income and Expenditure accounts for 2017/18
 - h) To discuss the Internal Auditor's Report
 - i) To complete and sign sections 1 and 2 (Annual Governance Statement and Accounting Statements 2017/18) of the Annual Governance and Accountability Return 2017/18
 - j) To decide whether Stansfield PC should submit a Certificate of Exemption from an external audit
 - k) To confirm the dates for the notice of the period for the exercise of public rights
 - l) To receive the precept information for 2018/19
 - m) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2018
 - n) To decide which charity to donate to in 2018/19
 - o) NALC pay scales for 2018-19
10. To discuss any planning issues
11. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) Parish Forum on Tuesday 29th May at West Suffolk House which will be attended by representatives from Highways
12. To approve the following GDPR documents:
 - Subject Access Request Policy
 - Contact Privacy Notice
13. To discuss any village issues
 - a) Update on the meeting with James Cartlidge MP about the mobile phone signal in Stansfield
 - b) Plaque with names on to commemorate centenary of WW1
14. To discuss the following correspondence:
 - a) Email from West Suffolk about their Draft Homelessness Reduction Strategy
15. Any other business for noting or including on the agenda of the meeting on Monday 23rd July 2018