

You are duly summoned to attend the
Annual General Meeting of **UPPER CLATFORD PARISH COUNCIL**
Wednesday 10th May 2017
At 7.30pm in the King Edward VII Memorial Hall
AGENDA

The meeting will be preceded by a discussion with Mr Graham Smith, TVBC Planning Policy Manager, on Community Plans (VDS, Parish Plan, Neighbourhood Development Plan and Local Plan)

1	Councillors to elect a Chairman
2	Councillors to elect a Vice Chairman
3	Apologies for absence
4	To receive and accept declarations of interest
5	Councillors to propose sub committees and members
6	Public Participation <i>Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes as per the Standing Orders of the Parish Council. This item will be limited to 15 minutes, unless agreed otherwise.</i>
7	To approve the minutes from the meeting held on 12th April 2017
8	To receive the Clerk's progress report since the meeting held on 12th April 2017
9	Planning – Planning sub-committee to report on the following applications: 1. 17/01046/TPON Fell 2 x Robinia Trees. 5 Brook Way, Anna Valley
10	Borough Councillor to provide a monthly report
11	County Councillor to provide a monthly report
12	Governance. Councillors to review Annual Governance Statement and propose any necessary changes to be made to the Standing Orders, Financial Regulations, and Risk Assessment Policy.
13	Finance: 1. Internal Audit Report 2. To receive and approve the financial statement for 1 st April 2016 – 31 st March 2017 and the Annual Return 3. To receive and approve the financial statement for 1 st April 2017 – 30 th April 2017 4. To approve payments to be made.
14	Playing Fields 1. To report the weekly Monitoring of Play Park Equipment 2. Anna Valley Playing Field. 3. Balksbury Bridge Playing Field 4. Sports Field
15	Trees and Open Space
16	Footpaths and Highways 1. Cllrs to report any footpath issues 2. Road Safety 3. Cllr Newell to report any street lighting issues
17	External Committees and Events a. Cllr Butler to report on changes to the website b. Cllr Mrs Kennedy to report of upcoming events at the Village Hall c. Clerk to report the correspondence received
18	Correspondence and E mail
19	Confidential Item The public and the press were temporarily excluded and they are instructed to withdraw, using the authority of the Public Bodies (Admission to Meetings) Act 1960.
20	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 8th June 2017

Members of the Press and Public are welcome to attend unless otherwise stated

Signed: C Emmett – Parish Clerk

Email: upperclatfordparishcouncil@gmail.com Date of Issue: 2 May 2017