

BREDHURST PARISH COUNCIL



**To all councillors: you are hereby summoned to attend the
ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD AT
BREDHURST PRIMARY SCHOOL
On Wednesday 3rd May 2017 after the Annual Parish Meeting**

Members of the public and press are invited to attend. At the discretion of the Chair the meeting may be closed and then opened to the public for questions. Any items for full discussion will be placed on next month's agenda.

AGENDA

- 1. Apologies for absence**
Cllrs to consider if apologies are acceptable.
- 2. Election of Chair and declaration of acceptance of office**
- 3. Election of Vice-Chair and declaration of acceptance of office**
- 4. Declarations of interests**
Cllrs to declare any pecuniary or non-pecuniary interests in matters to be considered on this agenda.
- 5. To approve the minutes of the meeting held on 5th April 2017**
- 6. Police briefing**

ADJOURNMENT FOR A SHORT OPEN SESSION

- 7. Matters arising (for information only)**
Cllrs to receive an update on action points from previous meeting.
- 8. Review of policies and other annual arrangements**
 - a. Standing Orders
 - b. Financial Regulations
 - c. Equal Opportunities
 - d. Publication Scheme
 - e. Risk Assessments
 - f. Other policies
 - g. Fire hydrant checks
 - h. Asset checks
- 9. Committees and election of representatives**
Cllrs to consider committees and elect representatives to outside bodies.
- 10. Playing field**
Cllrs to receive an update on correspondence with Savills and consider the quote for playground repairs and any action required.

11. The Cut

Cllrs to receive feedback from consultation and consider which option to pursue.

12. Planning

- a. 17/501784 – Channing Farm Barn – proposed barn conversion to dwelling.
- b. 16/508604 – Land at Forge Lane – erection of two detached dwellings, retention of outbuilding and use for parking, improvements to access onto Forge Lane and landscaping (revised details).
- c. Any other planning matters.

13. Finance

- a. Financial statement and bank reconciliation – to receive and accept
- b. Internal Audit
 - i. Cllrs to receive the Internal Audit Report for 2016-17
 - ii. Cllrs to appoint the Internal Auditor for 2017-18
- c. Annual Return – end of year accounts 2016-17
 - i. Cllrs to review the Annual Governance Statement
 - ii. Cllrs to approve the accounting statements for 2016-17
- d. Payments to be made:
 - i. Bex Ratchford – wages and office rental (for information only – paid by BACS)
 - ii. Bex Ratchford – extra hours 146.15
 - iii. KALC – training conference (half only) 36.00
 - iv. YPO – dog sign 21.30

14. Reports from parish councillors

15. Reports from borough and county councillors (if present)

16. Correspondence

ADJOURNMENT FOR A SHORT OPEN SESSION

17. Close of meeting

S Ratchford

Bex Ratchford, Parish Clerk, 26th April 2017
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