

## SCOULTON PARISH COUNCIL

To all Councillors

**You are hereby summoned to the Annual General Meeting of the Council to be held on Wednesday 11<sup>th</sup> May 2016 at 8.30 pm in Scoulton Village Hall. Please notify the Clerk if you are unable to attend.**

*Heidi Frary*

Clerk to the Council  
4 May 2016

### AGENDA

#### Welcome

1. Election of Chairman and signature of Declaration of Acceptance of Office
2. Apologies
3. Election of Vice Chairman and signature of Declaration of Acceptance of Office
4. To appoint Village Hall Committee Representative
5. To appoint Wayland Partnership Representative
6. **Open Forum**
7. To accept apologies
8. To declare interests on items appearing on the agenda
9. To Approve Minutes of meetings held in March 2016
10. Matters arising on minutes, for information only
11. Correspondence:
  - Email from resident requesting a dog bin in the Parish
  - Crime figures for April
  - Any time limited correspondence
12. Planning.
  - Planning notifications
  - Any time limited planning issues
13. Finance:
  - To receive the Accounts Summary for 2015/6
  - To accept and sign the Annual Statement of Governance and Accounting Statements
  - To consider making a donation to Scoulton Church for maintenance
  - To approve payments now due:
    - Norfolk ALC Subscription
    - Clerks Reimbursements
    - Councillor Reimbursement (wood stain for bus shelter)
    - Came & Company Insurance
    - Scoulton Village Hall (Hire charge)
    - Jo Rayner (Internal Audit)
14. Review arrangements for the management of Risk, Asset Register and financial regulations
15. Highways
16. War memorial update
17. Any other business for the next agenda
18. Date of next meetings: 6<sup>th</sup> July, 14<sup>th</sup> September and 9<sup>th</sup> November 2016

To contact the Clerk: Tel: 01603 759215, Email: [hefrary@googlemail.com](mailto:hefrary@googlemail.com)