

**NOTICE OF MEETING
ANNUAL MEETING OF THE PARISH COUNCIL**

The Annual Meeting of BROUGHTON ASTLEY PARISH COUNCIL will be held in the Alan Talbott Room, Village Hall Station Road Broughton Astley at 7.30 pm on Thursday 24 May 2018 for the transaction of the following business. Your attendance is requested.

**DATED this 18 May 2018****DEBBIE BARBER
Parish Manager****AGENDA**

1. Election of Chair of Parish Council 2018-19 and Declaration of Acceptance of Office.
2. Election of Vice-Chair of Parish Council 2018-19 and Declaration of Acceptance of Office.
3. Attendance and apologies.
4. Request for dispensations and Declaration of Members' Interests on any matters to be placed before the Council.
5. To confirm and sign the Minutes of the Parish Council meeting held on 26 April 2018 and the Extra-Ordinary Parish Council meeting held on 17 May 2018.
6. To consider progress in completing Parish Council resolutions.
7. To appoint Committees 2018-19.
8. To appoint representatives on Outside Bodies 2018-19
9. Chair's Time – to inform Members of items of current interest.
10. Public Forum.
11. District and County Councillors' Reports.
12. To approve the schedule of payments for the period ending 30 April 2018.

13. To consider the financial statements for the period to the end of April 2018.
14. To review the s106 statement as at 30 April 2018.
15. To review the outstanding tasks following the annual RoSPA Inspection at Frolesworth Road recreation ground.
16. To approve the Annual Governance Statement contained within the Annual Return 2018.
17. To approve the Annual Audit and supporting documentation for year ending 31 March 2018 including Management Accounts and Internal Audit Report.
18. To receive the minutes from the Planning and Licencing Meetings held on 9 & 23 April and 8 May 2018, and a schedule of planning decisions made since 27 March 2018.
19. To receive a report on Croft Way land transfer – working party
20. To receive a report on WW1 and WWII Memorial Benches
21. To receive a report on funding for Remembrance Weekend Commemorations
22. To receive a report on the Parish Office Relocation
23. To receive a report on advertising in Thomas Estley College's information folder.
24. To approve the Meeting dates for the next municipal year 2018/19.
25. To receive Members' Motions for the next Parish Council Meeting.

NB: The meeting will adjourn at item 10 on the Agenda and will re-convene within half an hour or earlier, to allow members of the public to raise matters of concern. Whilst the public have no statutory rights to speak at a Parish Council Meeting, they may normally do so under this item by consent of the Chairman.