

KETTLEBURGH PARISH COUNCIL


**The Annual Meeting of the Parish Council will be held
in the Village Hall
on Thursday 10th May 2018 at 7:30pm**

The public and press are invited to attend

AGENDA

- 1 Election of Chairman and Vice-chairman**
- 2 Declaration of Acceptance of Office** from Chairman
- 3 Apologies for Absence and Approvals**
- 4 Members' declarations of interests regarding agenda items**
- 5 Minutes**
To approve and sign minutes of the scheduled meeting held on 22nd February 2018 and two planning meetings held on 13th March and 24th April 2018 (circulated and posted in draft form on the website and notice board)
- 6 Reports from County and District Councillors**
- 7 Questions from the Public**
- 8 Review of village website hosting decision**
- 9 General Data Protection Regulation requirements**
- 10 Note results of police.uk Crime Report search**
- 11 Council reviews**
 - a Asset Register
- 12 Finance**
 - a Approval of Financial Statement
 - b Approval of payments schedule
 - c Approval of Annual Financial Statement
 - d Review, approval and signature of Annual Governance Statement
 - e Consideration, approval and signature of Annual Accounting Statements
 - f Clerk's contract of employment
 - g Council bank account signatory check
- 13 A.O.B.** (only matters to note, no lawful decisions can be made)
- 14 Further meetings**
The Clerk proposes Scheduled Meetings of the council are held on 16th August 2018, 15th November 2018, 21st February 2019, and 16th May 2019 and that the Kettleburgh Residents Meeting/Annual Parish Meeting is held on 18th April 2019
- 15 Close meeting**

Please Note: Council meetings may be filmed or recorded. Those wishing to do so are requested to contact the Clerk before the meeting. Those wishing not to be filmed should contact the Clerk and will be seated in an area designated for the purpose.


Martin Sims
Clerk to the Council
3rd May 2018