



KETTLEBURGH PARISH COUNCIL

**There will be a meeting of the Parish Council
in the Village Hall
on Thursday 10th November 2016 at 7:30pm**

The public and press are invited to attend

The meeting will assemble in OPEN SESSION, Open Session will then be CLOSED and the Parish Council Meeting will commence.

AGENDA

- 1 Receive Apologies for Absence**
- 2 To receive members' declarations of interests regarding agenda items**
- 3 Minutes**
 - To approve and sign minutes of the meeting held on 11th August and the planning meeting held on 1st September** (circulated and posted in draft form on the website and notice board)
- 4 To receive reports from County and District Councillors**
- 5 Defibrillator**
 - a Status update
 - b Promoting training in AED use, to whom and how
 - c Who should perform the regular checks and apply the maintenance schedule
- 6 Planning**
 - a DC/16/3293/FUL - amended design for Erection of workshop - The Barn, The Street
 - b Should the council advertise planning meetings via the Parish Email Distribution List
 - c Should the council inform neighbouring properties of Planning Applications and if so which properties and how
- 7 Consultations**
- 8 Note results of police.uk Crime Report search**
- 9 Internal auditor choice** – the Clerk recommends using SALC in future
- 10 Finance**
 - a Approval of Financial Statement
 - b Approval of payments schedule
 - c Approve and accept completed external audit
 - d Finalise and approve the 2017/18 budget then set the precept
- 11 A.O.B.** (only matters to note, no lawful decisions can be made)
- 12 Further meetings**
 - The next scheduled meeting will be held in the Village Hall on 23rd February 2017 commencing at 7:30pm.
 - The annual meeting will be held on 11th May 2017.
- 13 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 November 2016