

DALHAM PARISH COUNCIL

Clerk: J Kirk, 15 Klondyke, Bury St Edmunds, IP32 6DB

Tel: 07880 686069

E-mail: dalhamparishcouncil@yahoo.co.uk

11th May 2017

To members of the Council: You are hereby summonsed to attend the Annual Meeting of the Parish Council on Thursday 18th May 2017 at 8p.m. in Dalham Village Hall. Members of the public are welcome.

AGENDA

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by Dalham's Parish Council's Code of Conduct.
3. To elect a vice chairman.
4. To update Register of Members' Interests form.
5. To accept apologies and reason for absence.
6. Declaration of interest by Councillors in items on the agenda.
7. To approve the minutes of the meeting held on Thursday 30th March 2017
8. To receive an update on the list of actions agreed at the last meeting
9. To discuss the following financial issues:
 - a) Approval of any payments and signing of Schedule of Payments
 - b) Approval of any payments authorised between meetings
 - c) Payments made between meetings but previously authorised
 - d) Approval of the record of online payments made since the last meeting
 - e) Signatory to complete the checklist of Internal Controls
 - f) Internal control of the 2016/17 accounts carried out by Karine Ferrin
 - g) Update on the inspection of Parish Council property carried out by Isobel Aylott
 - h) To approve the Income and Expenditure accounts for the financial year 2016-2017
 - i) To complete and sign sections 1 and 2 (Statement of Assurance and Statement of Accounts) of the Annual Return 2017
 - j) To approve and sign the supporting notes for the Audit 2017.
 - k) To receive the precept information for 2017/18
 - l) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2017
 - m) To decide whether Dalham Parish Council should claim back additional website costs from the Transparency Fund
10. To discuss any planning issues:
11. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) New VAS and system for using it.
 - b) Footpath map
 - c) Possible speed reduction measures
12. To discuss any village issues:
13. To discuss the following correspondence:
 - a) Letter from Suffolk Accident Rescue Service requesting a donation
 - b) Letter from the Voluntary Network requesting a donation
14. Any other business for noting or including on the agenda of the meeting on Thursday 20th July 2017