

You are duly summoned to attend the
Annual General Meeting of **UPPER CLATFORD PARISH COUNCIL**
Wednesday 8th May 2019
At 7.30pm in the King Edward VII Memorial Hall
AGENDA

1	Apologies for Absence
2	Declaration of Acceptance of Office and Code of Conduct Completion
3	Councillors to elect a Chairman and Vice Chairman
4	To receive and accept declarations of interest
5	Public Participation <i>Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes as per the Standing Orders of the Parish Council. This item will be limited to 15 minutes, unless agreed otherwise.</i>
6	Co-option Proposal to co-opt Mr C C Eyre to Parish Council
7	Harewood Forest Incinerator Project – A brief discussion with Cllr J Lovell (Cllr, Barton Stacey PC)
8	Councillors to propose committees and members <ol style="list-style-type: none"> 1. Finance 2. Planning 3. Trees 4. Street Lighting 5. NDP Steering Group 6. Pavilion & Sports Field 7. Play Areas
9	To approve the minutes from the meeting held on 10th April 2019
10	To receive the Clerk's progress report since the meeting held on 10th April 2019
11	Planning – Planning sub-committee to report on applications:
12	Neighbourhood Development Plan Steering Group Report
13	Borough Councillor to provide a monthly report
14	County Councillor to provide a monthly report
15	Finance: <ol style="list-style-type: none"> 1. Internal Audit Report 2. Annual Governance & Accountability Return: To receive and approve: <ol style="list-style-type: none"> a. Sect 1 Governance Statement FY 18/19 b. Sect 2 Accounting Statements FY 18/19 3. To receive and approve the financial statement for 1 Apr 19 – 30 Apr 19 4. To approve payments to be made.
15	Playing Fields <ol style="list-style-type: none"> 1. To report the Monthly Monitoring of Play Park Equipment 2. Anna Valley Playing Field. 3. Balksbury Bridge Playing Field 4. Sports Field
16	Trees and Open Space
17	Footpaths and Highways <ol style="list-style-type: none"> 1. Cllrs to report any footpath issues 2. Road Safety 3. Report any street lighting issues
18	External Committees and Events <ol style="list-style-type: none"> 1. Report on changes to the website 2. Cllr Mrs Kennedy to report of upcoming events at the Village Hall 3. Cllrs to Report on other meetings
19	Correspondence and E mail
20	Councillors to request any items to be included within the agenda for the Meeting to be held Wednesday 12th June 2019

Members of the Press and Public are welcome to attend unless otherwise stated
Signed: **C Emmett – Parish Clerk**

Email: upperclatfordparishcouncil@gmail.com Date of Issue: 2 May 2019