

TIBENHAM PARISH COUNCIL

**Annual Meeting of the Parish Council, Wednesday 9th May 2018, Tibenham Community Hall, 8.00pm
All councillors are summoned to attend.**

AGENDA

1. To elect the Chairman for the coming year
2. To elect the Vice-Chairman for the coming year
3. Public Forum
4. To receive reports:
 - a. County Councillor
 - b. District Councillor
5. To receive and accept Apologies for Absence
6. To receive declarations of interest and requests for dispensations (previously notified to the clerk) from members on any items on this agenda
7. To confirm and sign the Minutes of the meeting 14th March 2018 and note any matters arising
8. To hear from Sam Watts of Saffron Housing
9. To consider and note any Planning matters since the last meeting
 - 2018/0600 Mr & Mrs Rout Homefields, Low Road Proposed construction of replacement cottage style dwelling
 - 2018/0680 Mr Morton The Long Barn, Cherry Tree Lane Notification for prior approval for a proposed change of use and associated building works of an agricultural building to a dwelling house
 - 2018/0898 Mr Wickham Well House, Cherry Tree Road Erection of storage building, replace annexe accommodation and removal of outbuildings and garages for provision of additional parking
10. To receive the Clerk's report
11. To discuss draft Norfolk Access Improvement Plan
12. To receive an update on footpaths
13. To receive an update on Community Asset application
14. To receive an update on Data Protection Officer
15. To receive a report on Defibrillator training
16. To discuss road clearance arrangements for winter months
17. To discuss and agree 2018/19 clerk pay scales
18. To discuss a subscription to Norfolk Parish Training Support
19. To adopt Privacy Statement, Privacy Notice and General Data Protection Regulation Policy
20. Finances – as at 3rd May 2018: Savings Account £0.00, Current Account £5727.44
To approve payment of invoices listed below:

Miss M Purdy	Clerks wages x 2 months	£192.16
Newman & Co	Payroll fees x 3 months, RTI year-end P60 submissions	£96.00
Unity Trust Bank	To transfer Precept from Barclays to Unity Bank	£3314.84

The press and public are welcome and are able to address the Council during the Public Forum.
However, the law does not permit members of the public and press to take part in the debates.

To note invoices paid since last meeting:

HMRC	3 months PAYE	£72.00
Unity Trust Bank	Transfer from current Barclays a/c	£4570.32

To note monies received since last meeting:

HMRC	2 years' VAT	£230.31
South Norfolk Council	Precept, CIL, Grant	£3314.84

21. To complete certificate of exemption for AGAR (Annual Return)
22. To review and approve Annual Governance Statement of AGAR
23. To consider and approve Accounting Statements
24. To agree an Internal Auditor
25. To receive and consider any general correspondence since the last meeting.
26. To receive an update on the Community Hall
27. To receive items for the next Agenda and confirm date and time of the next Parish Council meeting.

Members have a statutory legal duty under the Local Government Act 2000 to declare any personal or prejudicial interests they may have in items contained in the above Agenda.

M Purdy, Clerk to Tibenham Parish Council

e: tibenhamparishclerk@outlook.com

4th May 2018