

# Snape Parish Council

## NOTICE OF ANNUAL GENERAL MEETING

**Members are duly summoned to attend the Annual General Meeting of the Council to be held on Tuesday 21 May 2019 in the Village Hall at 7.30pm at which time members of the public are cordially invited to attend**

### AGENDA

1. **Election of Chair and signing of the Declaration of the Chair's Acceptance**
2. **Election of Vice-Chair and signing of the Declaration of Vice-Chair's Acceptance**
3. **Apologies and Approval of Absences**
4. **Declarations of Pecuniary or Non-Pecuniary Interests by Members**
5. **Approval of minutes from Parish Council meeting on the 26 March 2019 and the 23 April 2019**
6. **Matters arising from the meeting on the 26 March 2019 and the 23 April 2019.**
7. **Consideration of Reports by the District Councillors & County Councillor**
8. **Contributions by Members of the Public**  
Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion.
9. **Consideration of Planning Applications & Decision Notices**  
None
10. **Finance**
  - (a) Review and Authorisation of payments, & Signing of Cheques by Cheque Signatories
  - (b) Review of (i) Cashbook (ii) Income (iii) Expenditure & Budget to 31 March 2019
  - (c) Review of Bank Reconciliation
  - (d) Approval of Section 1 & 2 of Annual Governance & Accountability Return 18/19
  - (e) Notification of Precept payment (£5,625)
  - (f) Notification of SCC payment for School rent (£5,000)

11. **Parish Council Business**
  - (a) Section 106 agreement with Hopkins Homes and traffic calming
  - (b) Community Action Suffolk, housing needs survey - update
  - (c) VAT - update
  - (d) Co-option of Councillors
  - (e) CAS training dates
  - (f) Priory Wood proposal

12. **Correspondence**
  - Tunstall Parish Council – speed-watch equipment**

13. **Matters for Consideration at the Meeting on 23 July 2019**
  - (a) Audit feedback

14. **Dates of the Next Meeting**
  - (a) Tuesday 25 June 2019 (Urgent items only)
  - (b) Tuesday 23 July 2019 (7.30pm)
  - (c) Tuesday 27 August 2019 (Urgent items only)

Marie Backhouse, Parish Clerk  
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14 May 2019