

SWAINSTHORPE PARISH COUNCIL

To members of the Council

You are hereby summoned to attend Swainsthorpe Annual Parish Council Meeting at **St Peter's Church on Wednesday 11 May 2016 at approximately 7.15pm**, for the purpose of transacting the following business:

AGENDA

1. To elect a Chair for the forthcoming year and receive the Chairman's declaration of acceptance of office.
2. To elect a Vice- Chair and accept the Vice-Chairman's declaration of acceptance of office.
3. To consider apologies for absence.
4. To confirm the minutes of the meeting held on 9 March and 22 March 2016.
5. Declarations of interest for items on the agenda.
6. Public Open Forum including reports from District and County Councillors.
7. Planning.
 - a) To review Planning Meeting decisions since the last full Parish Council meeting.
 - b) To hear a report on plans approved/refused by South Norfolk Council – 2016/0476 The Dale, 50 Church Rd – Approved
 - c) To consider planning applications – None
8. To consider correspondence, including:
 - a) Common Land queries – No 6 Church Road and CL442
 - b) Letter from Newton Flotman Parish Council regarding access issues between the A140 and Flordon Road
 - c) Track from Church Road to Brick Kiln Lane
9. To consider information relating to the play equipment and repairs and to agree the draft letter for the SCCT.
10. To consider information relating to the maintenance of the streetlights.
11. To establish a protocol in relation to the noticeboard.
12. To consider a quote for the flower planters.
13. To consider appropriate sites for the SAM2.
14. To consider the adoption of:
 - a) Internal review policy
15. Finance.
 - a) To receive the financial report
 - b) To consider the payment of the following:
 - i. South Norfolk Council (dog bins) £151.54
 - ii. Clerk salary Apr & May 2016 £320.22
 - iii. Norfolk ALC subscription £109.85
 - iv. B Lincoln (June instalment) £375.00
 - v. Post Office Ltd Q1 tax £ 80.00
 - vi. P James Internal Auditor Fee £ 68.25
16. To review the annual accounts, internal audit report and authorise the external audit statement.
17. To receive items for the next agenda.
18. To confirm the date for next meeting as 13 July 2016.

Mrs Anne Rayner, Parish Clerk