

## NOTICE

**Councillors are summoned to attend the  
Annual Meeting of Little Birch Parish Council to be held at 7.00pm on Wednesday 2<sup>nd</sup> May  
2018 at the Village Hall  
To be followed by the May Parish Council Meeting  
Members of the public are warmly invited to attend.**

### **Annual Meeting**

1. Election of Officers (Chairman and Vice-Chairman)
2. Minutes of the previous Annual Meeting held on 3<sup>rd</sup> May 2017 (agreed at the July PC meeting)
3. Chairman's Annual Report
4. Clerk's Annual Financial Report
5. Appointment of members to Committees/working groups
6. Review of other appointments ie Footpath Officer, Internal Auditor
7. Review of Insurance policies
8. Review subscriptions
9. To remind Councillors to update their Notice of Registrable Interests
10. Adoption of accounts for audit – identify financial risks to the PC

### **Parish Council Meeting – To follow at approximately 7.30pm**

#### **Agenda**

To commence with a period of up to 10minutes to enable the public to address the Parish Council.

Then:-

1. To accept apologies for absence.
2. To receive Declarations of Interest
3. To accept reports from:-
  - 3.1 Ward councillors report (Cllr David Harlow)
  - 3.2 Balfour Beatty – Locality steward report (Dave Atkinson)
  - 3.3 Police update
4. Acceptance of Minutes of the last meeting (4<sup>th</sup> April 2018)
5. Action Points from last meeting
6. Planning applications
7. Discussion on GDPR – selection of a committee to look at this
8. Dobbin cottage
9. Neighbourhood plan - update
10. Lengthsman – update, identification of work, agree contract with H'fd Council
11. Discussion - PC Meetings to continue monthly or revert to bi monthly.
12. To note contents of the information sheet and take any comments from that
13. Finance – including:
  - I Balance (HSBC Current Account £3435.32)
  - li Payments to be agreed : including Grant Thornton (2017 Audit) £120
  - lii Receipts - None
  - lv Requests for financial aid - None
14. To Receive Agenda Items for the next PC meeting (no discussion)
15. To Note date of next scheduled Parish Council meeting Wednesday June 6<sup>th</sup> 2018.

#### **Dates of Future Meetings for 2018**

	Wednesday June 6th	7.30
	Wednesday July 11th	7.30
	Wednesday Sept 5th	7.30
	Wednesday Oct 3rd	7.30
	Wednesday Nov 7th	7.30