

LITTLE GLEMHAM PARISH COUNCIL

8th May 2019

To members of the Council: Your attendance is required at the Annual Meeting of Little Glemham Parish Council which will be held on **TUESDAY 14th MAY 2019 at 8.00 p.m.** in the Parish Room.
Mrs Pat Trinder, Parish Clerk

AGENDA

1. Election of the Chairman
2. Present from the Council
3. Present from the Public
4. Apologies for Absence
5. Declaration of Interest: To Receive declarations for pecuniary and non-pecuniary interests.
6. LGPC – Councillor Vacancies [4]; Co-option of new councillors; [*Proposed immediate co-option of Frank Hilder;*]
7. TO RECEIVE Acceptance of Office form/s
8. Members' Register of Interests: Councillors are reminded that they are responsible for updating their details on line if there have been any relevant changes during the last year.
9. Clerk's retirement;
10. To Approve and sign the Minutes of the Council meeting held on 9th April 2019
11. Matters Arising from the 9th April Council meeting:
 - a. [i] Community Area update: [*Inspection Rota: April: Claire; May: Frank; June: Stephen*]
 - [ii] New Draft Lease: To consider reply received from Estate solicitors; [*already circulated*]
 - [iii] Fencing & clearing the new site; [*In abeyance*]
 - [iv] Associated car parking provision; [*In abeyance*]
 - [v] Improvements to community area play facilities: [*In abeyance*];
 - b. Maintenance of highways/pavements/footpaths:
 - *Blocked gullies along A12: Responses received from SCC Highways and Glemham Estate, already circulated;*
 - c. Litter Pick 2019
10. Suffolk County Councillor's Report, to include:
 - a. Little Glemham Community Speed Watch initiative: Proceed with purchase of necessary equipment [*Confirmation re: funding from SCC Stephen Burroughes required*]
 - b. Replacement grit bin for The Knoll: Proceed with purchase of new grit bin [*Confirmation Re: funding from SCC Stephen Burroughes required*]
11. District Councillor's Report
12. Planning
13. Finance:
 - a. Financial Update
 - b. Invoices to be paid:
 - Information Commissioner: Data Protection Fee..... Amount: £ 40.00
 - c. Signing off of accounts for 2018/19 [*Paperwork to follow*]
 - d. Audit
 - e. Replacement cheque signatories;
 - f. To formally review the following:
 - The Council's existing Financial Regulations [*Copy attached*]
 - The Council's internal control arrangements, including its Risk Management arrangements; [*Copy attached*]
 - The Council's 'Safeguarding' policy
 - The Council's Asset Register [*Copy attached*]
14. Any Other Business
15. Date of next meeting: Tuesday 11th June 2019 at 8.00 p.m.