**Wimbotsham Parish Council**

I hereby give you notice of the Annual Meeting of the above named Parish Council on Tuesday 14th May 2019 which starts after the closure of the Annual Parish Meeting, which starts at 7pm at the Village Hall.All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out below.

Signed:  Clerk to the Parish Council: Pippa Winson 6th May 2019

**ALL MEMBERS OF THE PUBLIC ARE WELCOME**

**AGENDA**

1. **To Appoint a) Chairman b) Vice-Chairman**
2. **To consider apologies for absence.**
3. **To consider requests for dispensations.**
4. **To approve the minutes of the Parish Council** **meeting held on 23rd April 2019.**
5. **To record Councillors’ declarations of interest on Agenda Items.**
6. **Public speaking,** limited to 10 minutes. No decisions or actions can be taken on items which are not

on the agenda.

1. **Updates on items from previous meetings, not covered elsewhere on the agenda.**
2. **Village Hall**
   1. To receive update and agree any further action.
   2. To discuss quotes and agree on solicitor to be instructed to draft updated Trust document.
   3. To agree any further action in respect of Community Cafe events.
   4. To receive update from New Village Hall Working Group and agree any further actions.
3. **Highways** 
   1. To discuss matters to be reported to Highways and the Rangers and receive any updates.
   2. To discuss and agree Parish Partnership Scheme successful bids and agree whether to take them forward.
4. **Litterpicking** – to discuss and agree date and any further action.
5. **Unadopted Roads** – to receive update and discuss and agree any further action.
6. **Methodist Church Sign –** to receive update.
7. **PC Gutteridge Memorial** – to receive update, and discuss proposal and agree wording.
8. **To Appoint Representatives**
9. **Representatives Reports** – to receive any updates.
   1. Recreation Ground
   2. Village Hall
   3. Village Green
   4. Footpaths
   5. 100 Acre Trust
   6. Allotments
10. **Maintenance –** to discuss Asset Register and agree any works to be carried out.
11. **Newsletter -** to receive any update.
12. **Planning** - to receive any update/s and discuss any applications submitted.
13. **Finance** 
    1. To agree cheques to be signed and payments to be made.
    2. To accept and agree Accounts to 30th April 2019.
    3. Annual return

(a) Annual Governance Statement on Annual Return, to be agreed and signed.

(b) Annual Return Accounting Statements, to be agreed and signed.

(c) Complete and sign exemption certificate.

1. **Correspondence in circulation** – for information only.
2. **Councillors concerns and items for next meeting agenda.**
3. **To confirm the date and time of the next meeting.**