

Westhall Parish Council AGM
Westhall Village Hall
Monday 13th May 2019 (immediately after Annual Parish Meeting)
AGENDA

1. Elected Parish Councillors to sign Declarations of Acceptance of Office & Appointment of Chairman for 2019/20 - with Chairman signing Declaration of Appointment to this Office.
2. Apologies and receipt of absences.
3. Receipt of declarations of pecuniary and non-pecuniary interests.
4. Resolution that minutes of meeting 11th March 2019 are correct record.
5. Chairman and Clerk's report on progress of actions from last meeting(s).
6. Finance:
 - a. Review Annual Internal Audit Report (*attached - p3 Annual Return*)
 - b. Approve Standing Orders for organisation and transaction of PC business (*draft attached*)
 - c. Review Financial Regulations for regulation of PC's financial affairs and accounting procedures (*existing Financial regulations attached*)
 - d. Receive RFO's report on Accounts for year ended 31st March 2019 (*accounts attached*)
 - e. Approve Accounts; *Chairman to sign*
 - f. Approve Annual Governance Statement (*attached - p4 Annual Return*); *Chairman and Clerk to sign*
 - g. Approve Accounting Statements previously signed by RFO (*attached - p5 Annual Return*); *Chairman to sign*
 - h. Approval of bank reconciliation to 31st April 2019: *Chairman to sign*
 - i. Cheques for signature - SALC £178.40 (no VAT) for annual subscription; Vertas £88.92 + VAT for Pleasure Ground grass cut 01/04/19 TO 30/06/19 (to be reimbursed by Recreation Ground charity); Clerk £181 as salary for May and June.
 - j. Consider annual funding requests - Recreation Ground; Halesworth Town Centre Car Park; Halesworth Christmas Switch On; Suffolk Accident Rescue Service.
7. Planning:
 - a. Important changes to how Planning Applications operate under East Suffolk Council with details of hosting sessions for Councillors.
 - b. Sallows Farm, Lower Common File Ref: DC19/1163/PN3 - agricultural building change of use to accommodation.
 - c. Oak Tree Farm, Cox Common File Ref: DC19/0939/FUL - Conversion of agricultural building to dwelling house.
8. Footpath 14 & Bridleway 16 Modifications
9. Correspondence received
10. Reports from other organisations.
11. Any items of information
12. News items for HCN.
13. Meetings for 2019 - 7.30pm on 2nd Monday of every other month:
8th July, 9th September and 11th November.