

COOKLEY & WALPOLE PARISH COUNCIL

NOTICE OF ANNUAL PARISH MEETINGS FOR COOKLEY & WALPOLE PARISHES **Tuesday, May 17th 2016 commencing at 7-30pm at Walpole Playing Field Pavilion**

All members of the public and councillors are invited to attend.

COOKLEY ANNUAL PARISH MEETING followed immediately by the WALPOLE ANNUAL PARISH MEETING

AGENDA FOR EACH PARISH MEETING

- 1) Reports: County and District Councillors, Police and Local Groups & Organisations:
- 2) Apologies for Absence:
- 3) Approve Minutes: Annual Parish Meetings on May 19th 2015:
- 4) Matters arising from Minutes:
- 5) Parish Council Chairman's Annual Report:
- 6) Summary of Parish Council Audited Accounts to 31 March 2016:
- 7) Local Issues:
- 8) Any other business approved by the chairman and time permitting:

ANNUAL GENERAL MEETING OF COOKLEY & WALPOLE PARISH COUNCIL following immediately after the Annual Parish Meetings

AGENDA

- 1) **To confirm receipt of all Members Acceptance of Office:**
- 2) **To elect a Chair for 2015 – 2016 and receive the Chair's Declaration of Acceptance of Office:**
- 3) **To elect a Vice-Chair for 2015 - 2016:**
- 4) **To appoint a Responsible Finance Officer for 2015 - 2016:**
- 5) **Apologies for Absence:**
- 6) **To receive declarations of interest and confirm Members have all registered their interests:**
- 7) **To arrange the co-option of two members from Walpole Parish:**

Use the help sheet
- 8) **To receive a report from the County and District Councillors:**

8) To receive a report from the County and District Councillors:

As in the APM

**9) Council Appointments 2015/16:
Vice Chairman**

Responsible Financial Officer & Proper Officer

Independent Internal Auditor

Councillor Portfolio Holders

10) Annual Accounts for year ended 31 March 2015: To receive Unaudited Accounts.

As APM.

Community Account on April 7th	£4 442-56	Thought to be £3 584-65
Business Savings Account on April 7 th	£1 095-21	Thought to be £1 095-21

11) Review of Standing Orders: To consider any changes needed.

12) Review of Financial Standing Orders: To consider any changes needed.

**13) Arrangements for future meetings and dates.
Have poster on noticeboard with 2015 meetings**

MEETING OF COOKLEY & WALPOLE PARISH COUNCIL
following immediately after the Annual General Meeting; business as under as may be amended by chairman according to time available.

AGENDA

1) Apologies for Absence.

2) Declarations of Interest.

3) Approve Minutes: Parish Council Meeting on April 21st 2015.

4) Matters arising from Minutes not covered elsewhere on the agenda.

5) Planning: any applications received and matters arising after publication of this agenda.

None I am aware of and to check this afternoon – website was down.

6) Finance: RFO Report & Financial Statement. (a) Approve and pay invoices received and noted in RFO Report. (b) Approve balances in current and deposit accounts.

As APM.

Community Account on April 7th	£4 442-56	Thought to be £3 584-65
Business Savings Account on April 7 th	£1 095-21	Thought to be £1 095-21

AON Insurance **£193-34 or £353-08 or three year option**

7) Correspondence: any matters received after publication of this agenda.

East Anglian Air Ambulance Thank you letter for £100 donation.

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East Anglian Air Ambulance Thank you letter for £100 donation.
Clerks and Councils direct Newsletter.

Parliamentary Election Result saw These Coffey elected. And in the Peasenhall and Yoxford Ward for the District Council saw Stephen Burroughes elected.

C & W Parish Council – Uncontested. Five seats in Cookley and we have five Councillors elected so all seats are filled. Seven seats in Walpole and we have five Councillors elected so two places still to be filled. Have 35 days from May 7th to fill it by a simple co-option.

Election Expenses Form to be back by June 4th or the Police are informed.

Register of Interests to be checked up-to-date

8) Forthcoming Courses

Mike Porter wants to discuss.

9) Matters for future agenda.