

Coddenham

Parish Council



Peter Whitehouse - Parish Clerk

E: parishclerk.coddenham@gmail.com

Correspondence:

**4 Moat Farm Close
Ipswich, Suffolk IP4 4AJ**

To All Parish Councillors

20th May 2017

You are hereby summoned to the Annual General Meeting of the Parish Council to be held on **Thursday 25th May 2017 at 7.30pm** in the Foyer of the Community and Sport Centre, when the under-mentioned business will be transacted.

Please note that an Ordinary Meeting of the Parish Council follows immediately after the AGM.

Clerk to the Council

CODDENHAM PARISH COUNCIL - ANNUAL GENERAL MEETING

7:30pm, Thursday 25th MAY 2017

AGENDA

- 1 To **Elect** the Chair and Receive a Declaration of Acceptance of Office
- 2 To **Elect** the Vice-Chair
- 3 To **Welcome** and **Receive** the Declaration of Acceptance of Office from Mr Alan Fowler
- 4 To **Receive** Apologies for Absence
- 5 To **Review**, as required, Elected Member's Register of Interests
- 6 To **Receive** and **Approve** the end of year accounts 31/03/2017
- 7 To **Approve** Annual Return Section 1 (Annual Accounts) and Section 2 (Annual Governance Statement)
- 8 To **Confirm** the appointment of the Internal Auditor for 2017-18
- 9 To **Confirm** Authorised Bank Signatories
- 10 To **Consider** the Requirement of New Working Groups for 2017-18
- 11 To **Approve** the Appointment of Councillors to particular responsibilities:
 - a) SALC (1)
 - b) Community and Sports Centre Committee (3)
 - c) Planning Committee (3)
 - d) Finance Working Group (4)
 - e) Human Resources Working Group (4)
 - f) Newsletter Production Group (4)
 - g) Policy Review Group (4)
 - h) Footpaths, and Byways (1)
 - i) Trees and Public Spaces (1)
 - j) Highways (1)
 - k) Churchyard Management Group
 - l) Summer Fete Working Group
- 12 To **Consider** questions put and matters raised at the **Annual Parish Meeting** held on 26TH April 2017
 - a. Speed Signs
 - b. Persons Demanding a Poll for the Recent Casual Vacancy

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To All Parish Councillors

20th May 2017

You are hereby summoned to a Parish Council Meeting to be held on **Thursday 25th May 2017**, which is scheduled for **8.00pm**, or immediately following the Annual Parish Council Meeting, in the Foyer of the Community and Sport Centre, when the under-mentioned business will be transacted.

Clerk to the Council

CODDENHAM PARISH COUNCIL - ORDINARY MEETING

Following the AGM, Thursday 25th May 2017

AGENDA

1. To **RECEIVE** and **APPROVE** apologies for absence.
2. To **RECEIVE** any Declarations of Interest
3. To **CONSIDER** an Adjournment to allow residents of the parish to speak on current agenda items and to **RECEIVE** reports from Cllr Hicks, Cllr Passmore and/or the Safer Neighbourhood Team, where available.
4. To **APPROVE** the Minutes of the Parish Council Meeting held on 14th Mar 2017.
5. To **CONSIDER** Matters Arising from previous minutes of the Parish Council Meetings
6. To **RECEIVE** a report on a recent complaint to the Monitoring Officer
7. To **RECEIVE** a report on the refurbishment of the Children's Playground
8. To **CONSIDER** a report on the provision of Outdoor Exercise Equipment
9. To **RECEIVE** a report on hire of the Community Hall for Elections
10. To **RECEIVE** a report on Traffic Speed Signs
11. To **CONSIDER** Planning Applications and to **NOTE** Planning Decisions, including those received after publication of this agenda.
12. To **RECEIVE** the Clerk's report.
13. To **RECEIVE** the Financial Reports and **UNDERTAKE** the Independent Bank Reconciliation for the current period.
14. To **CONSIDER** any Correspondence received before the meeting.
District Council Survey of Local Facilities
15. To **RECEIVE** questions from Councillors and agenda items for the next meeting.
16. To **CONFIRM** the date of the next meeting of the Parish Council. **Tuesday 27th June 2017**