

# Stonham Aspal Parish Council

## NOTICE OF ANNUAL GENERAL MEETING

Members are duly summoned to attend the Annual General Meeting of the Council to be held on Tuesday 15 May 2018 at the Village Hall at 8.00pm (or immediately following the Annual Parish Meeting, if later) at which time members of the public are cordially invited to attend

### AGENDA

1. **Election of Chair and Signing of the Declaration of the Chair's Acceptance**
2. **Election of Vice-Chair and Signing of the Declaration of the Vice-Chair's Acceptance**
3. **Apologies and Approval of Absences**
  - (a) Routine Apologies and Approval of Absences
  - (b) Governance of Apologies, Reporting & Approval of Absences & Non-Attendances
4. **Declarations of Pecuniary or Non-Pecuniary Interests by Members**
5. **Approval of Minutes of the Previous Meeting on 17 April 2018**
6. **Contributions by Members of the Public**

Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion
7. **Consideration of Planning Applications and Decision Notices**
  - (a) MSDC DC/18/01766: Application Received (Comments Due 21 May 2018)  
High Elm Bungalow, Crowfield Road, Stonham Aspal, IP14 6AW  
Outline planning application (some matters reserved). Erection of one detached property with garage and access.
  - (b) MSDC DC/18/01901: Application Received (Comments Due 25 May 2018)  
High Bank, Mill Green, Stonham Aspal, IP14 6DA  
Outline planning permission (some matters reserved). Erection of single storey detached dwelling, detached garage and access.
  - (c) MSDC DC/18/00307: Application Granted (10 April 2018)  
Stonham Barns, Pettaugh Road, Stonham Aspal, IP14 6AT  
Erection of soft play barn.
  - (d) MSDC DC/18/00065: Application Granted (11 April 2018)  
Stonham Barns, Pettaugh Road, Stonham Aspal, IP14 6AT  
Erection of adventure golf park.

8. **Finance**
  - (a) Review of (i) Cashbook (ii) Income (iii) Expenditure & Budget to 31 March 2018
  - (b) Review & Approval of Draft Statement of Accounts, Income & Expenditure 2017/18
  - (c) Review & Approval of Draft Bank Reconciliation & Asset Register 2017/18
  - (d) Review & Approval of Governance & Accounting Statements & Variances 2017/18
  - (e) Review & Approval of the Council's Internal Audit 2017/18 Report by SALC
  - (f) Confirmation of Receipt of Neighbourhood CIL Payment (£2,453.88) (16 April 2018)
  - (g) Review & Approval of the External Audit Submission Certificate of Exemption
  - (h) Review of Payments & Authorisation of Cheques by Cheque Signatories
  
9. **Governance**
  - (a) Review & Approval of the Parish Council's Members' Responsibilities 2018/19
  - (b) Consideration of GDPR Requirements & DPO Appointment Guidance Update
  
10. **Recreation Ground**
  - (a) Consideration of Any Current & Previous Recreation Ground Issues Update
  
11. **Highways**
  - (a) Consideration of Any Current & Previous Highways Issues Update
  
12. **Matters for Future Consideration**
  - (a) Review of Conclusion of External Audit & Reporting Requirements 2017/18
  
13. **Dates of the Next Meetings**
  - (a) 19 June 2018 (Urgent Items & Supporting Documents Received by 11 June 2018)
  - (b) 17 July 2018 (Agenda Items & Supporting Documents Received by 9 July 2018)
  - (c) 18 September 2018

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8 May 2018