



Annual Meeting of Newton Parish Council to be held on
Wednesday 11th May 2016 in the Village Hall at 7.30pm

AGENDA

1. **Election of Chairman** and to receive Declaration of Acceptance of Office from Chairman
2. **Apologies** for absence
3. Election of Vice Chairman
4. Receive **declarations of interests** and request for dispensation from Councillors
5. Agree **Minutes** of Newton Parish Council (NPC) meeting held on 13th April 2016
6. To appoint members to the **HR and Standards Committees**
7. To **appoint representatives** to outside bodies
 - a. Newton Green Trust
 - b. Newton Village Hall Management Committee
 - c. Alston and Plampin Charity
 - d. Suffolk Association of Local Councils (SALC).
8. Consider appointment of Heelis & Lodge as the **Internal Auditor for 2016 / 2017**
9. To consider payment of **annual subscriptions** to SALC, Community Action Suffolk and the Society for Local Council Clerks.
10. **Public participation session**: 15 minutes for the public, county and district councillors to make representations and answer questions on matters of interest
11. Agree actions on **Correspondence and emails circulated** to councillors by the Clerk
12. Agree actions required following review of **Clerk's Report**
13. Finance
 - a. To consider the **Internal Auditor's Report as at 31st March 2016** and agree actions on any matters arising
 - b. To approve **Section 1 of the Annual Return** for the year ending 31st March 2016
 - c. To approve **Section 2 of the Annual Return** for the year ending 31st March 2016
 - d. To approve the explanation of the **quantified significant variances** in relation to Section 2 of the Annual Return
 - e. From the **RFO Report** authorise payments made since last meeting and to be made; note income received since last meeting; review the Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
14. Planning
 - a. Consider **Planning Application B/16/00486 2 Assington Road** - Erection of first floor rear extension.
 - b. Consider any planning application received since the agenda was posted
 - c. **Status of planning applications**, appeals, enforcement referrals and plans previously reviewed.
15. Review **Playground and NPC Assets** including provision of a line marker
16. Appoint representatives for **BDC meeting** with Town & Parish Councils on the 7th June 2016
17. **Village Hall and Trust** updates
18. **Questions to the Chair**
19. Next **NPC meeting** will be held on Wednesday 15th June 2016 at 7.30pm.