

Suffield Parish Council

NOTICE OF MEETING AND SUMMONS TO ATTEND

THERE WILL BE AN ANNUAL PARISH COUNCIL MEETING OF SUFFIELD PARISH COUNCIL TO BE HELD IN SUFFIELD VILLAGE HALL, ON TUESDAY 7TH MAY 2018

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. TO ELECT A CHAIRMAN**
- 3. TO SIGN DECLERATIONS OF ACCEPTANCE OF OFFICE**
- 4. TO MAKE AP;POIUNTMENT OF AREAS OF RESPONSIBILTY OF COUNCILLORS**
- 5. TO APPROVE THE MINUTES OF SUFFIELD ANNUAL PARISH COUNCIL MEETING 01/05/2018 AND COUNCIL MEETING 05/03/2019**
- 6. TO RECEIVE DECLERATIONS OF IN TEREST IN ITMES OF THE AGENDA**
- 7. TOP DISCUSS ANY MATTERS ARISING**
- 8. TO ADJOURN THE MEETING TO ALLOW FOR PUBLIC PARTICIPATION**
- 9. TO APPROVE THJE ACCOUNTING STATEMENT FOR THE YEAR ENDING 31ST MARCH 2019**
 - a) To note balance of account**
 - b) To approve payments to be made**
 - c) To sign exemption form for annual return 2018/2019**
 - d) To review the financial targets and plans for the forthcoming year**
- 10. TO DISCUSS ANY CORRESPONDANCE RECEIVED**
- 11. ANY OTHER BUSINESS**
- 12. DATE OF NEXT MEETING**