

FRAMFIELD PARISH COUNCIL

Clerk:

ANN E. NEWTON (Mrs)

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15 May 2016

Dear Councillor

May I please remind you that the next meeting, the Annual Meeting of the Parish Council, will be held in the **Village Hall, Blackboys, on Monday, 24 May 2016 at 7.30 pm.**



AGENDA

- 1. Apologies.**
- 2. Declarations of Interest**
- 3. To Elect a Chairman and Receive Declaration of Office**
- 4. To Elect a Vice Chairman**
- 5. To Elect Committees and Representatives.**
Current members detailed in brackets. Chairman and Vice Chairman are both ex-officio on the Planning committee).
Committees
 - Finance and General Purposes (Chairman, Vice Chairman, plus 3 other members).
 - Planning (KB (Chairman), PF (Vice Chairman), JG, and MN – substitute SA).
*Committee to elect a Chairman at their first meeting.*Appointments/Representatives
 - School Governor Representatives (St Thomas a Becket Church of England Federation (Blackboys and Framfield CEP Schools) (AN/KB).
 - WDALC/SALC/Wealden Planning Panel (Clerk)
 - Emergency Planning Co-ordinator/Police (SA).
 - Internal Audit (Keith Robertson)
- 6. Approval of the last minutes – 22 March 2016.**
- 7. Review of the Council’s Internal Audit Effectiveness – report attached.**
- 8. Review and adoption of the Governance Statement as detailed in the Annual Return (AR) – AR attached .**
- 9. Formal approval of the Accounts for the year ending 31 March 2016.**

- 10. Adoption of the Parish Council Risk Assessment – no changes – attached.**
- 11. Adoption of the Financial Regulations – changes to be highlighted – attached.**
- 12. Adoption of the Standing Orders – no changes – attached.**
- 13. Earmarking of Reserves and transfer of funds to deposit account – balance sheet to be handed out at the meeting.**
- 14. Date of the next full Parish Council meeting – 28 June 2016.**