



**All Parish Councillors are duly summoned to attend  
the Annual General Meeting of Abbotts Ann Parish Council  
To be held Thursday 10<sup>th</sup> May 2018 at 19:00 at War Memorial Hall, Abbotts Ann**

**AGENDA**

<b>1</b>	<b>1900</b>	<b>Election of Chairman</b>
<b>2</b>	<b>1902</b>	<b>Election of Vice Chairman</b>
<b>3</b>	<b>1904</b>	<b>Apologies for Absence</b>
<b>4</b>	<b>1905</b>	<b>Declarations of Interest</b> a) Cllrs to confirm any amendments to their Declaration of Interests form. b) Cllrs to declare any interest relating to items on this agenda
<b>5</b>	<b>1907</b>	<b>Cllrs to agree the minutes to be an accurate record of the meeting held on 12<sup>th</sup> April 2018</b>
<b>6</b>	<b>1910</b>	<b>Actions/Updates to be reported</b>
<b>7</b>	<b>1915</b>	<b>Public Participation</b> - <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i>
<b>8</b>	<b>1930</b>	<b>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications:</b> a) 18/00872/FULLN - Construction of detached single garage, alteration to existing access and addition of cladding to the rear elevation of the bungalow including recently added extension – Woodfalls, Cattle Lane, Abbotts Ann. b) 18/01081/LBWN - Removal of painted render to East, North and West Elevations, substrate repairs, apply lime render and mineral paint finish, repairs and decoration to windows and doors - Black Swan House, Duck Street, Abbotts Ann.
<b>9</b>	<b>1935</b>	<b>Borough and County Councillors Reports</b>
<b>10</b>	<b>1945</b>	<b>Cllrs to review, revise and adopt the following documents and policies of the Parish Council:</b> a) Standing Orders b) Financial Regulations and Internal Control Procedures c) General Data Protection Regulation Policies and Privacy Notices. d) Appointment of Data Protection Officer e) Employment Policies
<b>11</b>	<b>2000</b>	<b>Committees and Members:</b> a) Cllrs to agree Burial Committee members and approve any amendments to the Terms of Reference. b) Cllrs to agree Sportsfield Management Committee members and approve any amendments to the Terms of Reference.
<b>12</b>	<b>2005</b>	<b>S137 Expenditure and General Power of Competence</b> Cllrs to review expenditure under s137 of LGA 1972 and consider whether to invoke the General Power of Competence.
<b>13</b>	<b>2010</b>	<b>Cllrs to propose a schedule of meetings for 2018/19</b> (details circulated)
<b>14</b>	<b>2015</b>	<b>Sportsfield Management Advisory Committee</b> Cllrs to review and approve the Rate Card for Bookings
<b>15</b>	<b>2025</b>	<b>Play Area Quarterly Inspection Reports</b> Cllrs to review the Quarterly Inspection reports and approve any necessary repairs/improvements.
<b>16</b>	<b>2035</b>	<b>Finance:</b> a) Cllrs to approve the Financial Statement for 1 <sup>st</sup> to 30 <sup>th</sup> April 2018 b) Cllrs to approve annual registration with ICO and approve the setting up of a direct debit for payment of fee - £35.00 c) Cllrs to approve the payments to be made
<b>17</b>	<b>2050</b>	<b>Next Meeting</b> - Thursday 7 <sup>th</sup> June 2018 - 7pm War Memorial Hall

**Members of the Public and Press are welcome to attend**

**Signed: Mrs C Cotterell – Clerk**  
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**Date of Issue: 3<sup>rd</sup> May 2018**  
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