

Ashfield cum Thorpe Parish Council

NOTICE OF ANNUAL GENERAL MEETING

Members are duly summoned to attend the Annual General Meeting of the Council to be held on Wednesday 9 May 2018 at the Community 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 14 March 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/18/01112: Application Received (Comments Overdue 13 April 2018)
Ashfield Lodge and Land to the East of The Street, Ashfield Cum Thorpe, IP14 6ND
Planning Application. Conversion of two storey annexe. Replace existing front door and casement window and erection of glazed link rear extension.
 - (b) MSDC DC/18/01113: Application Received (Comments Overdue 13 April 2018)
Ashfield Lodge and Land to the East of The Street, Ashfield Cum Thorpe, IP14 6ND
Listed Building Consent. Conversion of two storey annexe; Replace front door and casement window and erection of a rear glazed link extension.
 - (c) MSDC DC/18/01402: Application Received (Comments Due 10 May 2018)
Pear Tree Farm, The Street, Ashfield cum Thorpe, IP14 6NA
Conversion of barn to residential use Class C3, erection of new cartlodge and change of use of agricultural land to garden curtilage.
 - (d) MSDC DC/18/01888: Application Received (Comments Due 24 May 2018)
Glebe House, The Street, Ashfield Cum Thorpe, IP14 6LX
Erection of cartlodge.

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) Consideration of a Defibrillator for the Village Hall Funding Application Update

9. **Governance**
 - (a) Review & Approval of the Parish Council's Members' Responsibilities 2018/19
 - (b) Consideration of GDPR Requirements & DPO Guidance from NALC & SALC Update

10. **Highways**
 - (a) Consideration of Any Current Highways Issues & Previous Highways Issues Update

11. **Matters for Future Consideration**
 - (a) Review of Payments & Authorisation of Cheques by Cheque Signatories
 - (b) Review of Conclusion of External Audit & Reporting Requirements 2017/18

12. **Dates of the Next Meetings**
 - (a) 13 June 2018 (Agenda Items & Supporting Documents Received by 5 June 2018)
 - (b) 12 September 2018
 - (c) 12 December 2018

Simon Ashton, Parish Clerk
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4 May 2018