

Ashfield cum Thorpe Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Wednesday 14 March 2018 at the Community Hall at 7.30pm at which time members of the public are cordially invited to attend

AGENDA

1. **Apologies and Approval of Absences**
2. **Declarations of Pecuniary or Non-Pecuniary Interests by Members**
3. **Approval of Minutes of the Previous Meeting on 13 December 2017**
4. **Reports by the District Councillor and County Councillor**
5. **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
6. **Neighbourhood Watch Presentation by the Secretary of Suffolk NW Association**
7. **Purchase of Defibrillator for the Village Hall**
(a) Review of Ashfield Community Council's Funding Application Submission Update
8. **Consideration of Planning Applications and Decision Notices**
9. **Finance**
(a) Review of (i) Cashbook (ii) Income (iii) Expenditure & Budget to 28 February 2018
(b) Approval of Bank Reconciliation to 28 February 2018 by Non-Cheque Signatories
(c) Review of Payments and Authorisation of Payments by Cheque Signatories
(d) Confirmation of the Booking of the AcTPC Internal Audit by SALC in April 2018
(e) Review of Implementation of Internal & External Audit Recommendations 2016/17
(f) Review & Approval of the Parish's Asset Register 2017/18 Prior to Internal Audit
(g) Approval of Council's Proposed External Audit 2017/18 Reporting Exemption Status
10. **Governance**
(a) Consideration of GDPR Requirements & DPO Guidance from NALC & SALC Update
(b) Consideration of Attendance at CAS One Suffolk Web Site Upgrade Briefing Update
(c) Review of Completion of AcTPC Member Register of Interests Forms Status Update
(d) Consideration of Agenda Items, Invited Speakers & Reports at Annual Parish Meeting

- 11. Highways**
 - (a) Approval of Completion of Suffolk Highways Self-Help Consultation Questionnaire
 - (b) Consideration of Any Current Highways Issues & Previous Highways Issues Update

- 12. Matters for Future Consideration**
 - (a) Consideration of Installation of Vehicle Activated Signs SCC Highways Update (APM)
 - (b) Election of Chair and Signing of the Declaration of the Chair's Acceptance (AGM)
 - (c) Election of Vice-Chair and Signing of the Declaration of the Vice-Chair's Acceptance
 - (d) Apologies, Reporting & Approval of Absences & Non-Attendance at Meetings
 - (e) Consideration of Internal Audit 2017/18 by SALC on 23 April 2018 Progress Update
 - (f) Review & Approval of Draft Statement of Accounts, Income & Expenditure 2017/18
 - (g) Review & Approval of Draft Bank Reconciliation & Asset Register 2017/18
 - (h) Approval of Governance & Accounting Statements & Significant Variances 2017/18
 - (i) Review & Approval of the Parish Council's Members' Responsibilities 2018/19

- 13. Dates of the Next Meeting**
 - (a) Agreement of Dates of Meetings 2018/19: 9 May, 13 Jun, 12 Sep, 12 Dec & 13 Mar
 - (b) 9 May 2018 (APM) (7.30pm) (Agenda Items & Documents Received by 1 May 2018)
 - (c) 9 May 2018 (AGM) (8.00pm) (Agenda Items & Documents Received by 1 May 2018)

Simon Ashton, Parish Clerk
actpc.clerk@gmail.com
7 March 2018