**RISBY PARISH COUNCIL**

**26th April 2017**

**The Annual Meeting of the Parish Council will take place on Thursday 4th May 2017 at 7.00p.m. in Risby Village Hall (small hall). Members of the public are welcome.**

**AGENDA**

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by Risby Parish Council’s Code of Conduct.
3. To elect a vice chairman.
4. To update Register of Members’ Interests form.
5. To accept apologies and reason for absence.
6. Declaration of interest by Councillors in items on the agenda.
7. To approve the minutes of the meeting held on Thursday 2nd March 2017
8. To receive an update on the list of actions agreed at the last meeting
9. To discuss the following financial issues:
10. Approval of payments authorised between meetings
11. Approval of any payments and signing of Schedule of Payments
12. Approval of the record of online payments made since the last meeting
13. Signatory to complete the checklist of Internal Controls
14. Internal control of the 2016/17 accounts carried out by Steve Smith
15. Update on the inspection of Parish Council property carried out by Steve Smith
16. To approve the Income and Expenditure accounts for the financial year 2016-2017
17. To complete and sign sections 1 and 2 (Statement of Assurance and Statement of Accounts) of the Annual Return 2016-2017
18. To approve and sign the supporting notes for the Audit2016/ 2017.
19. To receive the precept information for 2017/18
20. To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2017
21. To confirm the Council's eligibility to continue to use the General Power of Competence
22. To discuss the following planning issues:
23. DC/17/0760/HH - 11 Church Close, Risby - Single storey side extension
24. To discuss any highways/Rights of Way issues/tree/transport issues
25. To discuss the following village issues:
26. Update on the adoption of the phone box and purchase of a defibrillator for the village
27. Tree survey on the playing field and potential risk to the allotments and adjoining footpath
28. To discuss the following correspondence:
29. Letter from the Voluntary Network requesting a donation
30. Any other business for noting or including on the agenda of the meeting on Thursday 29th June 2017