

The Annual Meeting of Risby Parish Council will take place on Thursday 3rd May 2018 at 7.00p.m. in Risby Village Hall (Gift Horse Room). 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 1st March 2018
8. To receive an update on the list of actions agreed at the last meeting
9. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) Approval of receipts and payments (including online payments) made since the last meeting
 - d) Councillor to complete the checklist of Internal Controls
 - e) Update on the inspection of Parish Council property
 - f) To approve the Income and Expenditure accounts for the financial year 2017-2018
 - g) To discuss the Internal Auditor's Report
 - h) To complete and sign section 1 of the Annual Governance and Accountability Return 2017/18 - the Annual Governance Statement 2017/18
 - i) To complete and sign section 2 of the Annual Governance and Accountability Return 2017/18 - the Accounting Statements 2017/18
 - j) To decide whether Risby PC should submit a Certificate of Exemption from an external audit
 - k) To confirm the dates for the notice of the period for the exercise of public rights
 - l) To receive the precept information for 2017/18
 - m) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2018
10. To discuss the following planning issues:
 - a) DC/18/0602/TCA - Wild Thyme, School Rd, Risby - TCA notification (i) 1 maple - reduce 3 limbs by up to 5 metres over driveway, reduce 1 north facing limb by up to 5 metres and crown lift by 6m over driveway (ii) fell 2 leylandii
 - b) Forest Heath Local Plan Public Consultation on Proposed Main Modifications - Single Issue Review of Core Strategy Policy CS7 (SIR) and the Site Allocations Local Plan (SALP)
11. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) To discuss the tree survey report and decide on the actions and recommended works
 - b) Review of the problem of parking on The Green
 - c) Parish Forum on Tuesday 29th May at West Suffolk House which will be attended by representatives from Highways
 - d) Email from a resident asking if the footpath from Newmarket Road to Welham Lane could be cut
12. To approve the following GDPR documents:
 - Subject Access Request Policy
 - Allotment Privacy Notice
 - Contact Privacy Notice
13. To discuss the following village issues:
 - a) Update on Neighbourhood Watch in Risby and the possibility of making a donation of £50 to the Suffolk Neighbourhood Watch Association
 - b) Village welcome pack
14. To discuss the following correspondence:
 - a) Email from Susan Glossop about West Suffolk's Draft Homelessness Reduction Strategy
15. Any other business for noting or including on the agenda of the meeting on Thursday 5th July 2018