

# The Annual Meeting of Dalham Parish Council will take place on Thursday 17<sup>th</sup> May 2018 at 7pm. 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 Dalham's 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 22nd 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 any payments and signing of Schedule of Payments
  - b) Approval of any payments authorised between meetings
  - c) Payments made between meetings but previously authorised
  - d) Approval of the record of receipts and payments (including online payments) made since the last meeting
  - e) Councillor to complete the checklist of Internal Controls
  - f) Update on the inspection of Parish Council property
  - g) To approve the Income and Expenditure accounts for the financial year 2017 - 2018
  - h) To discuss the Internal Auditor's Report
  - i) To complete and sign sections 1 and 2 (Annual Governance Statement and Accounting Statements 2017/18) of the Annual Governance and Accountability Return 2017/18
  - j) To decide whether Dalham 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 approve the Financial Report which the Council needs to publish as part of the Transparency Code 2018
  - m) To receive the precept information for 2018/19
  - n) NALC pay scales for 2018-19
10. To discuss any planning issues:
  - a) DC/18/0611/HH - The Mill, Stores Hill, Dalham - Conservatory to side elevation
  - 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) Town and Parish Forum on 29<sup>th</sup> May to discuss Highways Issues.
  - b) Parking on junctions in Dalham
12. To approve the following GDPR documents:
  - Subject Access Request Policy
  - Contact Privacy Notice
13. To discuss any village issues:
  - a) Repairs to the village sign
14. To discuss the following correspondence:
  - a) Email from West Suffolk about their Draft Homelessness Reduction Strategy
15. Any other business for noting or including on the agenda of the meeting on Thursday 26<sup>th</sup> July 2018