

## **SNITTERFIELD PARISH COUNCIL – ANNUAL GENERAL MEETING**

Clerk to the Council: Nicola Everall, Grove Cottage West, Church Road, Honiley, CV8 1TJ  
Telephone: 01926 485066/07940 476727 email: snitterfieldpc@outlook.com

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I hereby give notice that **The Annual General Meeting** of Snitterfield Parish Council will be held in the Village Hall on **Wednesday 16 May 2018** commencing at **7.30pm**

All Members are hereby summoned to attend for the purpose of considering and resolving upon the business at the Meeting, as set out hereunder

Nicola Everall



Clerk of the Council  
10 May 2018

### **A G E N D A**

There will be a fifteen minute period set aside prior to the formal agenda and again, at the end of the Meeting, for the purpose of public participation

- 1. Election of Chairman**
- 2. Apologies**
- 3. Declarations of Interest**
- 4. To Elect a Vice-Chairman**
- 5. WRCC**
- 6. Appointment of Special Responsibilities**
  - Flood Alleviation Committee
  - Village Fete Committee
  - Village Hall Management Committee
  - Allotments
  - Playing Fields & Grass Cutting
  - Cemetery
  - Public Footpaths
  - Press Correspondent
  - Maintenance of Defibrillator
  - Public Footpaths
  - Neighbourhood Plan Committee
- 7. Appointment of Bank Signatories**
- 8. Draft Meeting Dates - as attached**
- 9. Minutes of the Meeting held on 9 April 2018**
- 10. Report from County Councillor**

- 11. Report from District Councillor**
- 12. Matters Arising**
  - a) Play Area
  - b) Hurdlers Lane
  - c) Sports Club
  - d) Dog Fouling
  - e) Street Lighting
  - f) Website
  - g) Request for a second defibrillator in the village
- 13. Finance**
  - a) Finance Schedules – Income & Expenditure to be circulated prior to the meeting
  - b) Grants to Organisations –
    - i) St James the Great have put the new gate project on hold, but have requested a donation of £2,000 towards the repair of the Tower Clock. The total repair cost is expected to be around £5,500
    - ii) Snitterfield Community Craft Club – Application for £2,000 to include Rent, Tutorials and supplies – (Clerks email of 9 May)
  - c) Village Hall Insurance Renewal - £1,043.52
- 14. Accounting Statements 2017/2018**
- 15. Annual Governance Statement & Annual Return 2017/2018**
- 16. Planning - Schedule as attached**
- 17. Policies & Procedures - Review**
  - a) Standing Orders
  - b) Financial Regulations
  - c) Annual Governance Procedure
- 18. Flooding**
- 19. Correspondence**
  - a) WALC Events Programme
  - b) NALC/ICO GDPR
  - c) WALC Pay Scales
  - d) WALC – Planning Applications
- 20. Speeding**
- 21. Neighbourhood Plan – Update**
- 22. Village Hall**
- 23. Observations from Parish Councillors**
- 24. Confidential Items**

Under Section 100A of the Local Government Act 1972 the public and press will be excluded from the meeting for this item by reason of the likely disclosure of exempt information relating to an individual, information which is likely to reveal the identity of an individual, and information relating to the financial or business affairs of any particular person.
- 25. Public Questions**