

FRECKENHAM PARISH COUNCIL

**Members of the Council are hereby summoned to attend
the Annual General Meeting of Freckenham Parish Council on
Tuesday 31 May 2016 at 7.30 pm at Freckenham Village Hall**

**Members of the public will be given an opportunity to address the Council on any item on
the agenda prior to the meeting**

AGENDA

1. To elect a Chairman for the year 2016/2017.
2. To elect a Vice-Chairman for the year 2016/2017.
3. Apologies for absence.
4. Declaration of interest in any items on the agenda.
5. To receive reports from the County Councillor, District Councillor & the Police.
6. To confirm the minutes of the meeting held on 21 March 2016.
7. Matters arising from the Minutes not covered in the Agenda.
8. To appoint Council representatives for 2016/2017. (Last years in brackets):
 - 8.1. SALC (Cllrs. Wheeler & Gibbs)
 - 8.2. Freckenham Shores Charity (Cllrs. Gibbs & Cornell)
 - 8.3. Village Hall Committee (Cllr. Gibbs)
 - 8.4. Village Recorder (Mrs Marilyn Badger)
 - 8.5. Mildenhall Community Partnership (Cllr. Wheeler)
 - 8.6. FHDC Town & Parish Forum (Cllr. Barton)
 - 8.7. Village archivist. (Mrs Sandie Geddes)
9. To confirm Working Groups for 2016/2017. (Last years in brackets):
 - 9.1. Right of Way Improvement (chaired by Cllr. Barton)
 - 9.2. Standing Orders (Cllr. Wheeler & the Clerk)
 - 9.3. Risk Assessment (Cllr. Cornell & the Clerk)
 - 9.4. Emergency Planning (Cllr. Pearson)
 - 9.5. Community Speed Watch. (Cllr. Cornell)
10. Planning:-
 - 10.1. To consider any planning applications.
 - 10.2. To note applications determined.
 - 10.3. Single Issue Review (SIR)

To consider any further details, if received, on the Forest Heath Local plan consultations. Single Issue Review (SIR) of Core Strategy Policy CS7 and Site Allocations Local Plan. Full details on link at <http://westsuffolk.jdi-consult.net/localplan/> Also available for viewing on FHDC's website at www.westsuffolk.gov.uk/fhlocalplan
11. Annual Parish Meeting: -
 - 11.1. To consider matters arising from the meeting on 27 April 2016.
12. Recreation Ground and other assets:-
 - 12.1. Hand Rail down to the Recreation Ground from The Street – Cllr. Barton to update.
 - 12.2. Update on bags of gravel left on Recreation Ground – Cllr. Barton.
13. Highways Inspection: -
 - 13.1. Cllr Wheeler to report.
14. SALC:-
 - 14.1. To confirm the date of the next meeting as 14 June 2016.
 - 14.2. To consider Councillor training during 2016/17.
15. Financial Matters:-
 - 15.1. To confirm payment of invoices (schedule as at 20/5/2016 attached).
 - 15.2. To consider any invoices received after the Agenda was issued – tabled on the night.

- 15.3. To receive and approve the Receipts & Payments Account for 2015/2016 (attached) and Statement of Accounts for External Audit (Section 2 of Annual Return).
- 15.4. To consider responses to the Annual Governance Statement (Section 1 of the Annual Return).
- 15.5. To appoint a Responsible Finance Officer for 2016-2017.
- 15.6. To appoint a Councillor to oversee the internal financial control for 2016-2017.
- 15.7. To confirm the appointment of Hills Accounting Services as Internal Auditor.
- 15.8. New External Audit procedures. Cllr. Wheeler & the Clerk to advise.
- 15.9. Pension staging date is 1/10/2016 – Cllr. Wheeler to advise.
- 15.10. New Payroll software – the Clerk to advise.
- 15.11. To consider the disposal of a defunct laptop and laser printer.
16. Working Groups Report:-
 - 16.1. Right of Way Improvement - Circular Walk working party. Cllr. Barton to update.
 - 16.2. Risk Assessment – Confirmation that this is up to date.
 - 16.3. Standing Orders – Confirmation that these are up to date.
 - 16.4. Emergency Plan – Cllr. Pearson to report on updates, if any.
 - 16.5. Defibrillator monthly check Report – Cllr. Barton
17. BT Telephone Box Procurement
Cllr. Barton to report any further update.
18. Clerk's Report – attached.
19. To update on the Queen's Official 90th Birthday Celebrations to be held weekend of 11/12 June 2016.
20. Correspondence Received:-
To note correspondence received.
21. Urgent Business:-
Such business which, in the opinion of the Chairman, should be considered as a matter of urgency to be specified in the minutes.
22. Future Meetings:-
To confirm the dates of the meetings to be held during 2016/2017 as the second Monday in the month as follows:-
11 July 2016, 12 September 2016, 14 November 2016, 9 January 2017, 13 March 2017 & 8 May 2017.

20 May 2016

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