

Putley Parish Council Meeting  
Councillors are summoned to attend the ANNUAL Parish Council Meeting on  
Thursday 19<sup>th</sup> May 2018  
7.30pm in the Putley Parish Hall Meeting Room

### AGENDA

1. To elect a Chairman
2. To a vice Chairman
3. To receive apologies for absence
4. To receive declarations of interest
5. Public Participation and Ward Members Report
6. To remind Councillors to review/update their recorded Notice of Registrable Interests.
7. To approve the minutes of the Parish Council Meetings on 16<sup>th</sup> March and 19<sup>th</sup> April as a correct record.
8. To elect other Officers:
  1. Finance Officer
  2. Lengthsman Administrator
  3. Emergency Coordinator
  4. Parish Footpaths Officer
  5. HALC Executive Representative
  6. Parish Hall Representative
9. To receive and approve updated Standing Orders
10. Planning:

To consider planning applications 181260 & 181261, Proposed conversion of garage into a garden road and porch canopy.
11. Financial Matters:
  - 11.1 To approve the Annual Governance Statement.
  - 11.2 To approve the Certificate of Exemption from external auditors
  - 11.3 To approve a summary of receipts and payments for 2017/18 prior to Internal Audit
  - 11.4 To approve invoices for payment
12. To receive the Lengthsman Administrator report
13. To receive the Footpath and P3 Scheme report and consider the tree warden situation.
14. To receive the Neighbourhood Plan update
15. To receive an update of the General Data Protection Regulation
16. To consider the Clerks review
17. To receive Clerks report and correspondence

- 18.To receive agenda items for the next meeting
- 19.To confirm the date of the next meeting, currently scheduled for Thursday 21<sup>st</sup> June 2018

Christine Stallard Daniels

Clerk to Putley Parish Council [putleyclerk@hotmail.co.uk](mailto:putleyclerk@hotmail.co.uk) 28 May 2018