

## THE COMMON PARISH COUNCIL OF SUTTON & BARLAVINGTON

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### A MEETING WILL BE HELD ON WEDNESDAY 09<sup>TH</sup> MAY 2007 AT 7.00 PM SUTTON VILLAGE HALL

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Members of the Common Parish Council of Sutton & Barlavington are summoned to a meeting of the Common Parish Council of Sutton & Barlavington on Wednesday 09<sup>th</sup> May 2007 at 7.00pm in Sutton Village Hall.

#### AGENDA

1. ELECTION OF CHAIRMAN

*Ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay to observe the rest of the meeting.*

2. TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE
3. COOPTING A NEW PARISH COUNCILLOR FOR SUTTON
4. TO DECIDE WHEN ANY DECLARATIONS OF ACCEPTANCE OF OFFICE WHICH HAVE NOT BEEN RECEIVED AS PROVIDED BY LAW SHALL BE RECEIVED
5. ELECTION OF VICE-CHAIRMAN
6. APPOINTMENT OF REPRESENTATIVES ON THE FOLLOWING BODIES
7. North East Community Forum & Petworth Sub District
8. ELECTION OF MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES
  - a. Planning Committee
  - b. Roads and Ditches Committee
9. TO CONSIDER THE PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY
10. APOLOGIES AND REASON FOR ABSENCE
11. CODE OF CONDUCT - DECLARATION OF INTEREST by Councillors on any of the agenda items
12. ANNUAL UPDATE OF COUNCILLORS REGISTER OF MEMBERS INTERESTS
13. MINUTES OF THE MEETING HELD ON 28<sup>th</sup> MARCH 2007
14. MATTERS ARISING
  - a. Parish Council computer
  - b. Village Design Statement
  - c. Broadband
  - d. Meeting with Nike Herbert
  - e. Bignor Vineyard
  - f. South East England Assembly – Regional Hosing Strategy Review 2007
15. DISTRICT COUNCILLOR'S REPORT
16. COUNTY COUNCILLOR'S REPORT
17. REPLACEMENT OF THE CODE OF CONDUCT FOR MEMBERS
18. FIRST AID EQUIPMENT FOR SUTTON & BARLAVINGTON
19. NEW PLANNING APPLICATIONS AND NOTIFICATION OF RECENT DECISIONS
20. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES
21. NEW CORRESPONDENCE
22. CIRCULATION FILE – NO.9

## 23. FINANCE

- a. To approve accounts for payment
- b. To approve the Clerk's salary and expenses
- c. To approve Final Accounts for the year ended 31 March 2007 including:-
  - Final Accounts and the payments and receipts schedules
  - Bank reconciliation for the year ended 31 March 2007
  - Supporting Schedule for the year ended 31 March 2007
  - Budget v Actual Review for the year ended 31 March 2007
  - Annual review of the effectiveness of its system of internal control
  - Annual Return for the year ended 31 March 2007 and the schedule "Explanation of Variances"
  - Approve NatWest Bank plc mandate

## 24. DATE AND TIME OF NEXT PARISH COUNCIL MEETING

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