
THE COMMON PARISH COUNCIL OF SUTTON & BARLAVINGTON

A MEETING WILL BE HELD ON
WEDNESDAY 09th MAY 2012 AT 7.30 PM SUTTON VILLAGE HALL

AGENDA AGM

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

1. APOLOGIES FOR ABSENCE
2. SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY ALL COUNCILLORS
3. ELECTION OF CHAIRMAN AND SIGNING OF DECLARATION OF OFFICE
4. ELECTION OF VICE CHAIRMAN AND SIGNING OF DECLARATION OF OFFICE
5. CODE OF CONDUCT
 - a) Declaration of Members' Personal Interests on items included on the Agenda.
 - b) To receive completed Register of Interest Forms from all Councillors
6. APPOINTMENT OF REPRESENTATIVES ON THE FOLLOWING BODIES
 - a) Village Hall Management Committee
 - b) North East Parishes Forum and CLC
7. ELECTION OF MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES
 - a. Planning Committee
 - b. Roads and Ditches Committee
8. TO CONSIDER THE PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY
9. MINUTES OF THE MEETING HELD ON 14th MARCH 2012
10. MATTERS ARISING FROM PRIOR MEETINGS:
 - a. Broadband update
 - b. Queen's Diamond Jubilee celebrations
 - c. Bus Shelter roof repair
 - d. To discuss any matters arising not dealt with elsewhere on the Agenda
11. COUNTY COUNCILLOR'S REPORT (10 minutes)
12. DISTRICT COUNCILLOR'S REPORT (10 minutes)
13. LOCALISM ACT
14. SOUTH DOWNS NATIONAL PARK AUTHORITY
15. HIGHWAYS AND FOOTPATHS & VILLAGE MAINTENANCE:
 - a) Update on maintenance
 - b) Road signs
 - c) Barlavington Estate tree felling
 - d) Landowner responsibility re Stiles and gates
16. FREEDOM OF INFORMATION DISCLOSURE REQUESTS
17. NEW PLANNING APPLICATIONS AND NOTIFICATION OF RECENT DECISIONS

- a) Planning appendix
- b) Local Development Framework
- c) Neighbourhood Plans

18. NORTH EAST PARISHES FORUM & WSCC CLC MEETING

19. TURBINES

20. NOVA FESTIVAL – JULY 2012

21. VILLAGE ARCHIVE

22. CONSULTATIONS

23. CORRESPONDENCE

24. FINANCE

- a. TO APPROVE ACCOUNTS FOR PAYMENT, CLERK’S SALARY, AND EXPENSES
- b. TO APPROVE ACCOUNTS, BANK RECONCILIATION, INCOME AND EXPENDITURE REPORTS, AND ACTUAL V BUDGET REPORT AS AT 31 MARCH 2012
- c. APPROVAL OF THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2012
 - i. Approval of the terms of reference and the Audit Plan for the year ended 31 March 2012
 - ii. Report from the internal auditor for the accounts dated 31 March 2012
 - iii. Approval of the Annual Return for the year ended 31 March 2012 including the schedule of “Explanation of variances”
 - iv. Annual Review of the effectiveness of its system of internal control
- d. BANK MANDATE
- e. OTHER FINANCIAL MATTERS WHICH DO NOT REQUIRE A DECISION

25. DATE AND TIME OF NEXT PARISH COUNCIL MEETING
