

THE COMMON PARISH COUNCIL OF SUTTON & BARLAVINGTON

A MEETING WILL BE HELD ON WEDNESDAY 21st MAY 2008 AT 7.30 PM SUTTON VILLAGE HALL

Members of the Common Parish Council of Sutton & Barlavington are summoned to a meeting of the Common Parish Council of Sutton & Barlavington on Wednesday 21st May 2008 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. ELECTION OF VICE-CHAIRMAN
4. APPOINTMENT OF REPRESENTATIVES ON THE FOLLOWING BODIES
5. North East Community Forum & Petworth Sub District
6. ELECTION OF MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES
 - a. Planning Committee
 - b. Roads and Ditches Committee
7. TO CONSIDER THE PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY
8. APOLOGIES AND REASON FOR ABSENCE
9. CODE OF CONDUCT - DECLARATION OF INTEREST by Councillors on any of the agenda items
10. ANNUAL UPDATE OF COUNCILLORS REGISTER OF MEMBERS INTERESTS
11. MINUTES OF THE MEETING HELD ON 19th MARCH 2008
12. MATTERS ARISING
 - a. First Aid in Sutton & Barlavington
 - b. Broadband update
 - c. Footpaths
 - d. WSCC – Planning Rother Valley Schools for the Future
13. DISTRICT COUNCILLOR'S REPORT
14. COUNTY COUNCILLOR'S REPORT
15. THE STANDARDS BOARD FOR ENGLAND– COMPLAINTS PROCEDURES
16. ROADS
17. NEW PLANNING APPLICATIONS AND NOTIFICATION OF RECENT DECISIONS
 - a) CDC planning officers – Powers of entry
 - b) Planning appendix
18. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES
19. NEW CORRESPONDENCE
20. CIRCULATION FILE – NO.15
21. FINANCE
 - a. Review of Insurance
 - b. To approve accounts for payment
 - c. To approve the Clerk's salary and expenses

- d. To approve Final Accounts for the year ended 31 March 2008 including:-
 - Final Accounts and the payments and receipts schedules
 - Bank reconciliation for the year ended 31 March 2008
 - Supporting Schedule for the year ended 31 March 2008
 - Budget v Actual Review for the year ended 31 March 2008
- e. Approval of the terms of reference and Audit Plan for the Year ended 31 March 2008
- f. Approval of the Annual Return for the year ended 31 March 2008 and the schedule “Explanation of Variances”
- g. Annual review of the effectiveness of its system of internal control

22. DATE AND TIME OF NEXT PARISH COUNCIL MEETING
