
THE COMMON PARISH COUNCIL OF SUTTON & BARLAVINGTON

**A MEETING WILL BE HELD ON
WEDNESDAY 18th MAY 2011 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. CO-OPTING OF A PARISH COUNCILLOR
6. 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
7. APPOINTMENT OF REPRESENTATIVES ON THE FOLLOWING BODIES
 - a) Village Hall Management Committee
 - b) North East Parishes Forum and CLC
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. MINUTES OF THE MEETING HELD ON 9th MARCH 2011
11. MATTERS ARISING FROM PRIOR MEETINGS:
 - a. Broadband update
 - b. Barlavington Fingerpost
 - c. Website
12. COUNTY COUNCILLOR'S REPORT
13. DISTRICT COUNCILLOR'S REPORT
14. DECENTRALISATION AND LOCALISM BILL 2010
15. LOCAL DEVELOPMENT FRAMEWORK
16. HORNCROFT
17. HIGHWAYS AND FOOTPATHS
18. NEW PLANNING APPLICATIONS AND NOTIFICATION OF RECENT DECISIONS
 - a) Planning appendix
19. NORTH EAST PARISHES FORUM & CLC
To receive an oral report

- 20. CONSULTATIONS
- 21. CORRESPONDENCE
- 22. REVIEW OF STANDING ORDERS

23. 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 30 APRIL 2011
- c. APPROVAL OF THE FINAL ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011
 - i. Approval of the terms of reference and the Audit Plan for the year ended 31 March 2011
 - ii. Report from the internal auditor for the accounts dated 31 March 2011
- iii. Approval of the Annual Return for the year ended 31 March 2011 including the schedule of "Explanation of variances"
- iv. Annual Review of the effectiveness of its system of internal control
- d. BANK MANDATE
- e. COMPULSORY INTRODUCTION OF PAYE FOR ALL PARISH COUNCILS
- f. OTHER FINANCIAL MATTERS WHICH DO NOT REQUIRE A DECISION

24. DATE AND TIME OF NEXT PARISH COUNCIL MEETING
