

PETROCKSTOWE PARISH COUNCIL

Parish Clerk: Fiona Lowe, Fourwinds, Fore Street, Witheridge EX16 8AH
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Dear Councillors, you are duly summoned to attend the Petrockstowe Parish Council Annual Meeting to be held at 7.30pm on Tuesday 15th May 2018, in the Baxter Hall, Petrockstowe, to which Parishioners are invited and welcome to attend, to discuss the following business.

AGENDA

- 1) Election of Officers** Election of Chair, Vice Chair and Councillors.
- 2) Apologies of Absence** To receive any apologies and approve reasons for absence.
- 3) Council Documents** To amend as necessary and readopt Council Documents
- 4) Financial Items**
 - a) To consider, approve and sign the Annual Governance Statement.
 - b) To consider, approve and sign the Accounting Statement.
- 5) Declarations of Interest**
- 6) Public Session**
- 7) Minutes** To consider for approval the minutes of the Parish Council Meeting of 20th March 2018 and Annual Parish Meeting of 17th April 2018. The minutes having been previously circulated.
- 8) Correspondence** Please see separate list of correspondence e-mailed to Councillors for consideration/information.
- 9) Matters arising from previous minutes**
 - a) Siebelco – update
 - b) No 4 The Square – update if available
 - c) Phone box refurbishment – quote to be discussed
 - d) Streetlight not working at North Town Cross - update
- 10) Current Business**

Letter of support for the Church Parochial Council

11) Councillors Reports for information

- a) Recreation Ground – Cllr Kelsey
- b) Play Area – Cllr Jeffs
- c) Baxter Hall – Cllrs Busby/Harris
- d) County/District – Cllrs Saywell/Wiseman
- e) Police Report – PCSO Baker

12) Finance

- a) DALC Membership - £99.59
- b) Torridge District Council – payroll services - £48.00
- c) Stephen Raine – Internal Auditor - £100.00
- d) Fiona Lowe – clerks expenses - £51.48

13) Confirm date of next meeting

Proposed Planning Meeting on 19th June 2018 (this will be cancelled if there are no planning applications) and Parish Council Meeting on 17th July 2018.



Fiona Lowe
Parish Clerk
08/05/2018