



# STRATFORD ST MARY PARISH COUNCIL

3 Two Acres  
Capel St Mary  
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## Chairman

Bill Davies

## Clerk to Parish Council

Jenny O'Hanlon

2<sup>nd</sup> May 2017

To whom it may concern

The Annual Meeting of Stratford St Mary Parish Council will be held on **Monday 8<sup>th</sup> May 2017** at the Village Institute, Higham Road, Stratford St Mary, commencing at 7.30pm.

The public and press are cordially invited to attend.

Clerk to the Parish Council

## AGENDA

1. To elect a Chairman
2. Present and apologies for absence
3. Declarations of interest and dispensations.
  - (1) To receive declarations of interest from councillors on items on the agenda.
  - (2) To receive written requests for dispensations for disclosable pecuniary interests (if any).
  - (3) To grant any requests for dispensations as appropriate.
4. Election of Officers
  - (1) Vice Chairman
  - (2) Parish Tree Warden
  - (3) Institute Representative
  - (4) SALC Representative
  - (5) Emergency Planning Officer
  - (6) Footpaths Representative
  - (7) Responsible Financial Officer
  - (8) Signatories for Santander Account
5. To approve Minutes of a Parish Council meeting held on Monday 13<sup>th</sup> March 2017.
6. Matters arising from Minutes.
  - (1) Land at former garage site, Lower Street – API form
  - (2) Drainage opposite Swan PH
  - (3) Play Area
  - (4) Proposed removal of the BT public phone boxes
  - (5) Flooding in School Lane into Magnolia House
  - (6) Strickmere Pavements
  - (7) Post Office/Village Shop
  - (8) Training – (Capel St Mary PC offer)
  - (9) Deterioration of pavement outside church
7. Clerks Report
8. Chairman's Comments
9. To appoint SALC as the internal auditor for a further 12 months
10. To agree the Standing Orders 2016/17
11. To agree the Risk Assessment for 2016/17

12. Grass cutting issues raised at APM
  13. Emergency Plan
  14. BAPTC
  15. Overhanging branches of trees at the Village Institute field
  16. Public Discussion, including County Councillor, District Councillors and Police.
  17. Councillors' Reports.
  18. Planning – B/17/01062 TCA- The Gables
  19. Correspondence – To discuss items of correspondence received since the last meeting.
20. Finance
- (1) To agree sections 1 and 2 of the annual return and sign off the year end accounts for 2016/17.
  - (2) To approve the expenditure since the last meeting
  - (3) Monthly cash flow analysis against agreed Precept
  - (4) To agree S.137 donations under the Local Government Act 1972 to the following organisations:
    - (i) Dedham Vale AONB - £100.00
    - (ii) Suffolk Preservation Society - £25.00
    - (iii) Suffolk Accident Rescue - £75.00
    - (iv) Neighbourhood Watch - £40.00
    - (v) PCC churchyard/roof - £1000.00
    - (vi) River Stour Trust - £20.00
  - (5) To agree the subscriptions to SALC, Local Councillor Magazine and Community Action Suffolk
  - (6) AON insurance renewal
  - (7) To agree to pay the Chairman's Allowance for 2017/18 - £125.00
  - (8) To review the Asset Register- New Playground Equipment

Date of next meeting – Monday 10<sup>th</sup> July 2017 at 7.30pm.