**SPROUGHTON PARISH COUNCIL**

**Members of Sproughton Parish Council are hereby summoned to attend the Parish Council Meeting to be held at the Barley Room in the Tithe Barn, Lower Street on Wednesday 12th June 2019 at 7.30pm to transact the business as set out below.**

**AGENDA**

1. Opening including public forum.
2. To receive reports from County and District Councillors
3. Apologies
4. Declarations of pecuniary and non-pecuniary interest
5. To consider dispensations for a pecuniary interest
6. Minutes – Councillors to consider and approve minutes of previous meetings
7. 10th April 2019
8. 29th April 2019
9. 8th May 2019 (planning)
10. 8th May 2019

7. Action Plan

1. Parish Infrastructure Investment Plan – to consider list of projects
2. Gipping Valley Working Group – to consider any responses from selected Councils
3. Planning Direct – to consider updates on planning consultant organisations
4. Street Lighting Schedule – to consider repairs to relevant street lights

8. Finance

1. Monthly payments – Councillors to approve this month’s payments
2. Annual Audit Return – Councillors to approve sections 1 and 2 – (i) Annual

Governance Statement, (ii) Accounting Statement

c. Online Accounting Package – Councillors to consider implementation of Realtis

online cash-book system.

9. Statutory Business

1. RFO Appointment – Councillors to consider the appointment of the Clerk to the Council as Responsible Finance Officer for the 2019/20 financial year (s.151 Local Government Act 1972)

10. Co-option – Councillors to consider co-option of Mr L Court as a member of the Council

11. Committee Terms of Reference – Councillors to consider draft documents for set up of

relevant committees.

12. Planning Committee Meeting – Councillors to consider incorporating future planning

committee meetings into main meeting

13. Reports from Committees and Relevant Groups

a. Tithe Barn

b. Allotments

c. Community Shop

d. Playing Field Management Committee

e. Burial Ground

f. Children’s Play Area

g. Sproughton Working Group

h. HR Committee

i. Finance Committee

j. Planning Committee

D.Stroh

Diana Stroh

Clerk to Sproughton Parish Council