

LOW CONISCLIFFE AND MERRYBENT PARISH COUNCIL

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9 May 2016

Dear Sir/Madam

I hereby summon you to attend a meeting of the Annual Parish Assembly, followed by the AGM of the Parish Council at St Edwin's Church Hall, High Coniscliffe on **Wednesday 18 May 2016 (7.00 pm)**. Please advise any apology for absence to the Clerk in advance of the meeting.

Thanks,

Mark Bailey
Clerk to Parish Council

ANNUAL PARISH ASSEMBLY AGENDA

1. Chair's report
 - Parish successes
 - Improvements planned for next 12 months
 - Financial statement
2. Agenda topics from the Public

AGM AGENDA

1. Acceptances of Office
2. Election of Chair
3. Election of Vice-Chair
4. Apologies for absence
5. Declarations of interest
6. Public forum
7. Minutes of last meeting (to be adopted and signed)
8. Matters arising from previous minutes
 - Printed copy of Code of Conduct
 - Progress with services to be provided by Elm Ridge (12 month trial period)
 - Bus shelter improvement - decision
 - Update on event on 12 June to celebrate birthday of HM the Queen *5-6 acf*
 - National Planning Framework (letter to Clive Betts)
 - Highlights from litter picking
 - Letter to Clive Betts re National Planning Framework
 - Speed Visor - final decision
 - Black boxes on lamp posts in Merrybent
6. Finance and accounts
 - Expenses to approve
 - Bank account balance
 - Approval of year end accounts for 2015/16

7. Planning proposals
8. Planning decisions
9. Highway matters
10. Parish matters
11. Items for future consideration
12. Correspondence
13. Information from meeting(s) attended
14. Date for next meeting

Member(s) of the Parish are welcome to attend Parish Council meetings and may contribute during the Public Forum item (at the discretion of the chair).