

TOLLESHUNT KNIGHTS PARISH COUNCIL
Parish clerk: Miss V Banyard
Frogs Leap 21 D'Arcy Way Tolleshunt D'Arcy Maldon Essex CM9 8UD
Tel: 01621 860265

10th May 2017

Dear Councillor

You are summoned to attend the **Ordinary Meeting** of the Parish Council to be held on Monday 17th May in the Village Hall Top Road Tolleshunt Knights. This meeting will be preceded by the **Annual Village Assembly** which will commence at 8.00 pm.

V Banyard
Parish Clerk

AGENDA OF THE ANNUAL PARISH ASSEMBLY

1. To receive apologies for absence.
2. To approve the Minutes of the 2016 Annual Parish Assembly.
3. To receive the Chair's Report for the year 2015-2016.
4. To receive comments or questions from members of the public who are present.
5. To discuss or raise any other items.

AGENDA FOR THE ANNUAL PARISH COUNCIL MEETING

To receive questions/enquiries from members of the public, to receive an answer at an appropriate time in the agenda.

1. To elect the Chair of the Parish Council for the year 2017-2018.
2. To receive the Chair's Declaration of Acceptance of Office.
3. To receive apologies for absence, other announcements and Declarations of Interest from Members on any of the agenda items set out below.
4. To elect the Vice Chair of the Parish Council for the year 2017-2018.
5. To receive the Vic Chair's Declaration of Acceptance of Office.
6. To approve the Minutes of the Ordinary Meeting held on 25.4.2017.
7. To receive items of information on the above Minutes.
8. Planning issues
 - a) Decisions by Maldon District Council – including:

FUL/MAL/17/00243 Paternoster Lodge Barnhall Road Tolleshunt Knights	Temporary permission for static caravan during construction works	Approved
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- b) New applications – none received to date.

Councillors may view planning applications at www.maldon.gov.uk

- c) To consider any other planning issues
9. To consider any report that the Clerk may make, and correspondence received.
10. To consider any Highways issues.
11. Footpaths report.
12. Road Safety report.
13. Press Officer's report.
14. Report of the Village Hall Management Committee representative.
15. To receive the financial statement and to authorise accounts for payment.
16. To receive and approve the Parish Council accounts for the year ended 31.3.2017.
17. To adopt the Annual Return Form for the External Audit:
 - a) Annual Governance Statement
 - b) Annual Statement of Accounts

18. CCTV issues.
19. To consider any issues concerning the playing field and Village Hall car park. To consider a separate entrance to the play area from the car park/a new path to the play area.
20. To consider other items of information for inclusion on a future agenda.

The next Ordinary Meeting of the Parish Council will be held on 19th June 2017 at 8.00pm