

# DALHAM PARISH COUNCIL

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28<sup>th</sup> April 2019

**To members of the Council: You are hereby summonsed to attend the Annual Meeting of the Parish Council on Wednesday 8<sup>th</sup> May 2019 at 7p.m. in Dalham Village Hall. Members of the public are welcome.**

## AGENDA

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by Dalham Parish Council's Code of Conduct.
3. To receive the Declarations of Acceptance of Office from parish councillors
4. To elect a vice chairman.
5. To receive Register of Members' Interests forms
6. To accept apologies and reason for absence.
7. To decide if Dalham Parish Council meets the criteria for General Power of Competence
8. To sign a form agreeing to receive the summons to meetings and other information by email.
9. Declaration of interest by councillors in items on the agenda.
10. To approve the minutes of the meeting held on Thursday 21<sup>st</sup> March 2019
11. To receive an update on the list of actions agreed at the last meeting
12. To discuss the following financial issues:
  - a) Approval of any payments and signing of Schedule of Payments
  - b) Approval of payments made between meetings but previously authorised
  - c) Approval of payments authorised between meetings
  - d) To receive a statement of receipts and payments (including online payments) made since the last meeting
  - e) Councillor to complete the checklist of Internal Controls
  - f) Update on the inspection of Parish Council property
  - g) To approve the Income and Expenditure accounts for the financial year 2018 - 2019
  - h) To discuss the Internal Auditor's Report
  - i) To complete and sign sections 1 and 2 (Annual Governance Statement and Accounting Statements 2018/19) of the Annual Governance and Accountability Return 2018/19
  - j) To decide whether Dalham PC should submit a Certificate of Exemption from an external audit
  - k) To confirm the dates for the notice of the period for the exercise of public rights
  - l) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2019
  - m) To receive the precept information for 2019/20
13. To discuss any planning issues:
  - a) DC/19/0684/HH - Chapelfield Barn, 28 The Street, Dalham - (i) Metal pergola located in front garden
14. To discuss any highways/Rights of Way issues/tree/transport issues
  - a) Quote for a new walks map and mount
  - b) Email from Ramblers re wooden sign next to the kissing gate
  - c) Letter from SCC re claimed footpath in Denham
15. To discuss the following correspondence:
  - a) Letter from SARS requesting a donation
16. Any other business for noting or including on the agenda of the meeting on Thursday 18<sup>th</sup> July 2019