



Fincham Parish Council

The Annual Meeting of the Parish Council will take place on Wednesday, 24th May 2017 at Fincham Memorial Hall. The meeting will commence at 7.30pm.

**All councillors are summoned to attend.
The Press and Public are welcome to attend.**

Agenda:

1. Election of Parish Council Chairman and Vice-Chairman for the coming year and declaration of acceptance of office
2. To consider apologies for absence
3. Review of Register of Members' Disclosable Pecuniary Interests and declarations for this meeting
4. Public forum for electors to address the Council
5. To accept the minutes of the Ordinary meeting held on 22nd March 2017 and Planning Committee meeting on 3rd May 2017
6. To report on matters arising from the minutes (information only)
7. Finance matters
 - a. To receive and accept the End of Year Accounts for 2016/17
 - b. To receive and accept the Internal Auditors report
 - c. Review of Asset Register at 31st March 2017
 - d. Review and accept Statement on Internal Control for 2016/17
 - e. To complete the Annual Governance Statements for 2016/17
 - f. Acceptance of Accounting Statements for 2016/17
 - g. To review insurance requirements and agree policy for 2017/18
 - h. To consider assistance with the insurance costs for the Memorial Hall
 - i. Approve monthly expenditure
 - j. Review reconciled cashbook
8. Planning matters
9. To consider and receive reports on Health & Safety issues
 - a. To report issues requiring attention
 - b. Return of Health & Safety Inspection sheets
10. To hear Correspondence received
11. To consider Parish Affairs
 - a. Parish Partnership Scheme – Speed activated messaging sign (SAM2)
 - b. Feedback from RAF Marham visit by Councillors
 - c. Grounds maintenance for Churchyard for 2016
 - d. To consider a new seat for The Green
 - e. Community Payback Team work at the Allotments and Nature Reserve
 - f. To discuss the permissive paths
 - g. Storage of historical Parish Council records
 - h. Spring Newsletter
12. To propose agenda items for the next meeting
13. To confirm the date of the next meeting on 26th July 2017 at 7.30pm.

Signed *Sarah Thorpe* S Thorpe: Clerk

Dated: 15.05.17