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| **All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting**  **as set out below.**   |  |  |  | | --- | --- | --- | |  | **NOTICE OF MEETING:**  **TIME: 7.30pm**  **DATE: 23rd May 18**  **VENUE: Horningsea Village Hall** | **ov** | |  | Members of the public are invited to address the meeting briefly at the Open Forum. |  | |  | **Parish Council Members: 7 Quorum: 3** |  | |  | **AGENDA of Annual Meeting of the Parish Council**  **Open Forum** |  | | 1/18-19 | To receive apologies for absence |  | | 2/18-19 | To receive declarations of interest from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item and to inform the Chairman if they wish to speak on the matter during the open forum. |  | | 3/18-19  4/18-19 | Election of Chairman  To approve the minutes of the meeting 28th March meeting |  | | 5/18-19 | Matters arising from the minutes of 28th March meeting |  | |  |  |  | |  |  |  | |  |  |  | | 6/18-19 | Election of Vice-Chairman |  | | 7/18-19 | Appointing of Responsible Financial officer |  | | 8/18-19 | Signing of Acceptance of office forms |  | | 9/18-19 | District Councillor report |  | | 10/18-19 | County Councillor report |  | | 11/18-19  12/18-19  13/18-19 | To receive internal auditors report for 2017-18  To declare the parish council exempt from External audit for 2017-18  To receive and adopt the Annual Governance statement for 2017-18 |  | | 14/18-19 | To receive and approve the accounting statement for 2017-18 |  | | 15/18-19  16/18-19 | Planning application Audley Cottage, High Street, Horningsea, Cambridge, Cambridgeshire, CB25 9JG Ref: S/1543/18/FL  Parish Plan |  | | 17/18-19  18/18-19 | Update to local plan  Finance   1. Payments since last meeting 2. Safetytec Ltd-Defibrillator cabinet-£461.25 3. To approve payments 4. Capalc Membership- £178.90 5. H Livermore- Expenses-£119.09 6. CGM-Grass cutting-£182.40 7. M Starkie-Expenses-£41.55 8. J Kitt-reimbursement for Voucher-£20 9. Budget update-17-18 10. Bank reconciliations |  | | 19/18-19 | Clerks report |  | | 20/18-19 | Correspondence received-   1. Open letter to CCC- summary of March public meeting about the planned Cambridge incinerator 2. Urban and Civic re outline application 3. Chair of HMGT email re Insurance |  | |  |  |  | | 21/18-19  22/18-19  23/18-19  24/18-19  25/18-19  26/18-19  27/18-19  28/18-19 | Clerk Pay scale 18-19  Policies relating to GDPR  Defibrillator update and CPR training/ proposal to make a donation to SCC Cambridge for provision of CPR training.  To update councilor Declarations of Interest  Training - financial planning  Laney Meadow access  New Policing Model Cambridgeshire  To Accept notices & Matters for the next AgendaNo decisions can lawfully be made under this item**.** LGA 1972 s12 10(2)(b) states that business must be specified; therefore the Council cannot lawfully agree any matter that is not on the agenda. |  | |  | Date of next Parish Council meeting: Wednesday 31st July 18 |  | |
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