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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: 5th June 19**  **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** |  | | 1/19-20 | To receive apologies for absence |  | | 2/19-20 | 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. |  | | 3/19-20  4/19-20 | Election of Chairman  To approve the minutes of the meeting 27th March 19 meeting |  | | 5/19-20 | Matters arising from the minutes of 27th March meeting |  | |  |  |  | |  |  |  | |  |  |  | | 6/19-20 | Election of Vice-Chairman |  | | 7/19-20 | Appointing of Responsible Financial officer |  | | 8/19-20 | Signing of Acceptance of office forms |  | | 9/19-20 | District Councillor report |  | | 10/19-20 | County Councillor report |  | | 11/19-20  12/19-20  13/19-20 | To receive internal auditors report for 2018-19  To declare the parish council exempt from External audit for 2018-19  To receive and adopt the Annual Governance statement for 2018-19 |  | | 14/19-20 | To receive and approve the accounting statement for 2018-19 |  | | 15/19-20  16/19-20 | Asset register review  Bin request for Jubilee Gardens |  | | 17/19-20  18/19-20  19/19-20 | LHI bid  Waterbeach New town  Finance   1. Payments since last meeting 2. To approve payments 3. Capalc membership- 222.86 4. M Starkie- Expenses- 42.88 5. CGM-£182.40 6. Hayley Livermore- Expenses 7. Sea Cadets-£50.00 8. Bank reconciliations/budget update 9. Change to clerk standing order |  | | 20/19-20 | Clerks report |  | | 21/19-20 | Correspondence received- |  | |  |  |  | | 22/19-20 | 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 19 |  | |
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