

# BILLINGBOROUGH PARISH COUNCIL

Clerk to the Council – Michelle Free, Stamford House 4 Blasson Way, Billingborough NG34 0NL

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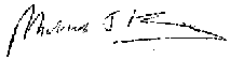
Chairman – Cllr Mike King, Ivy House 2 Folkingham Road, Billingborough, NG34 0NT,

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## **Notice of Annual Parish Meeting & Annual General Meeting to be held at Billingborough Primary School on Wednesday 24<sup>th</sup> May 2017 starting at 6.30pm**

**Members of Billingborough Parish Council are hereby summoned to attend** the above meetings. **Members of the public are invited to attend.** Unless stated in the Agendas, any items raised for a decision at the Annual Parish Meeting will appear on the Agenda at the next meeting. Any member of the Press or public wishing to film or audio record the meeting is requested to notify the Clerk giving 24 hours notice to enable reasonable facilities to be made available to accommodate their requirements.



Cllr. Mike King, Chairman of the Council

2<sup>nd</sup> May 2017

### **Annual Parish Meeting – Agenda**

1. Welcome by the Chairman
2. Chairman's annual report
3. Questions and proposals from the public

### **Annual General Meeting of the Parish Council – Agenda**

The Annual General Meeting of the Parish Council will commence at 7.00pm or immediately following the Annual Parish Meeting. The public are welcome to attend the meeting, but are not permitted to speak.

1. **Apologies for absence**
2. **Receive any new Declarations of interest**
3. **Election of Chairman**
4. **Election of Vice chairman**
5. **Appointment of members to designated roles and responsibilities:** Police Forum; Toller Education Foundation; Emergency Plan; Independent Accounts Checker; Allotments; Contracts & Tenancy Agreement; Website; News Sheet; Recreation Ground & CCTV; Cemetery; Youth Offender; Youth Projects; Speed Feedback Signs
6. **To approve the minutes of the last meeting** held on 6<sup>th</sup> March
7. **Finance Report – Clerk**
  - a. 2016/17 End of Year Accounts & External Audit Return.
    - i. Approval of Accounting Statement (**All**)
    - ii. Approval of Annual Governance Statement (**All**)
  - b. 2017/18 Accounts to date: Approval of Payments & Receipts (**All**)
8. **Parish Matters:**
  - a. Recreation Ground - **Cllr Free**
    - i. Bench update
    - ii. Tennis Court Resurfacing (decision – **All**)
  - b. Cemetery Upkeep (**Cllr Free**; decision on who responsible – **All**)
  - c. Solar powered Speed Feedback Signs (**Cllr Free**)
  - d. Replacement HM The Queen's 90<sup>th</sup> Birthday tree (**Clerk**; decision – **All**)
  - e. Entrance Planters (**Cllr Stock**; decision – **All**)
  - f. Newsletter Printing (**Cllr Free**; decision on company – **All**)
9. **Allotments (Cllrs King & Jepson)**
10. **Correspondence & comments received or matters arising from the Annual Parish Meeting**

**Date of next Parish Council meeting – Monday 3<sup>rd</sup> July 2016 at 6.45 pm**