

LOCAL GOVERNMENT ACT 1972

PARISH OF CAPEL, BEARE GREEN AND COLDHARBOUR

NOTICE OF ANNUAL COUNCIL MEETING OF PARISH COUNCIL

THE ANNUAL COUNCIL MEETING OF CAPEL PARISH COUNCIL WILL BE HELD AT CAPEL PARISH HALL ON MONDAY 15 MAY 2017 AT 7.30PM

THIS MEETING IS OPEN TO THE PUBLIC UNLESS THE COUNCIL OTHERWISE DIRECTS

PUBLIC QUESTIONS

TEN MINUTES ARE AVAILABLE AT THE BEGINNING OF THE MEETING FOR THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION ON RELEVANT MATTERS ON THE AGENDA. THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING

AGENDA

Election of Chairman: Signing of Acceptance of Office of Chairman

Election of Vice Chairman

Appointment of Parish Council Committees (i) Finance (ii) Planning

Appointment of representatives to Committees

Appointment of Internal Auditor

Dates of Finance and Planning Committee meetings: 2017

Dates of Full Council Meetings: January – December 2017

- 1 Apologies for Absence
- 2 To sign the minutes of the meeting held on 24 April 2017
- 3 Declarations of Interest
- 4 Clerk's Report
- 5 To receive and adopt minutes of Planning Committee on 2 May 2017
- 6 To respond to planning applications received between 3 May and 12 May 2017
- 7 Neighbourhood Development Plan
- 8 **Reports from Members**
 - (a) Finance
 - (i) to agree, adopt and sign accounts to 15 May 2017
 - (ii) to agree, adopt and sign minutes of Finance Committee 8 May 2017
 - (iii) to review effectiveness of Internal Audit
 - (iv) to sign Annual Return for year end 31 March 2017
 - (b) Ward Matters
 - (i) Beare Green
 - (ii) Capel
 - (iii) Coldharbour
- 9 Correspondence
- 10 Urgent matters at discretion of Chairman for note or inclusion on a future agenda

The next meeting of the Parish Council will take place on Monday 17 June 2017, 7.30pm at John Venus Hall, Coldharbour.

The Planning Committee meets at 7.30pm on Monday 5 June 2017 in Capel Parish Hall.

Yours sincerely
Mrs J Russell
Clerk to the Council