**BARKING PARISH COUNCIL**

**You are summoned to attend the**

**Annual General Meeting which will be held at Barking Village Hall,**

**on Thursday 17th May 2018 at 7.30pm**

**AGENDA**

**1) Election of Chairman of the Council**

**2) To receive the Chairman’s Declaration of Acceptance of Office**

**3) Public Forum** *– Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part of the Parish Council meeting itself.*

**4)****To receive apologies for absence**

**5) To receive County Councillor’s Report - *County Cllr Anne Whybrow***

***6) To receive District Councillors Report – Cllr Anne Killett***

***7)* Declaration of Interests**

**8) To consider any Applications for Dispensation**

**9) Election of Vice Chairman of the Council**

**10) Appointment of representatives to outside bodies**

*i Needham Market & Barking Welfare Charities*

*ii Theobalds Trust*

*iii Barking Village Hall Management Committee*

*iv Barking Footpath Group*

**11) Emergency Response Plan** *– To review Committee Membership*

**12) To approve Minutes of previous meeting held on 16th March 2017 as a true record of the meeting.**

**13) Matters arising from the minutes –** *To receive* *Clerk’s Update*

**15) Planning Applications.**

1. *For discussion and decision*
	* 1. *DC/18/01749 Erection of 4 No. dwellings at Land to west of Barking Road, Barking Tye IP6 8HY*
		2. *DC/18/01965 Outline planning application – Erection of 2 No. dwellings and conversion of barn to form an additional building at Colchester Barn, Needham Road, Barking*
2. *Awaiting decision from MSDC*
	* 1. *, DC/18/01598 Land adjacent Water Tower, The Tye Barking*
		2. *SCC/0018/18 Lower Farm, The Tye, Barking*
		3. *DC/17/4091The Acorns, Willisham Road, Barking*
		4. *DC/18/00475 23 Fox Meadow, Barking*
		5. *DC/18/00579 5&6 Moat Farm Barns, Barking*
3. *Decisions made by MSDC*
	* 1. *none*

**17) Risk Assessments**

1. *To receive and approve Annual Risk Assessments (see attached)*

**18) Finance**

1. *Review Financial Regulations*
2. *Audit*
	1. *To receive Annual Report from Clerk*
	2. *To complete Annual Governance Statement 2016/2017*
	3. *To approve End of Year Statement of Accounts 31st March 2017/complete Accounting Statements 2016/17*
3. *To review and agree any changes to Bank Account Signatories*
4. *To receive Finance Report*
5. *Authorisation of Payments*
6. *Laptop and printer for Clerk and annual increase in Clerks salary*

**19) Managing properties properly: Community buildings and village halls –** *course about health, safety risk and legal requirements*

**20) Ditch adjacent to Village Hall –** *overflowed to village hall car park in recent heavy rain*

**21) 2017-18 Action Plan** *– To review and consider adoption of 2017 – 2018 Action Plan (see attached)*

**22) Defibrillator –** *To consider supplying child pads and joining VET programme*

**23)****Vertas – Grounds Maintenance Contract** *– to consider an extension to the current contract by 2 or 3 years*

**24) Data Protection and GDPR** – *To consider current position*

**25) Parish Council Noticeboard –** *To consider replacing the noticeboard*

**26) Village Hall Management Committee update** *– To receive report from Cllr**Bailey*

**27) Clerk’s Report on Urgent Decisions since the last meeting**

**28) Correspondence for Information**

**29) Matters to be brought to the attention of the Parish Council** *– Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.*

**30) Date of next meeting** *– to confirm the next meeting which is scheduled for Thursday 20th July 2017, 7.30pm, Barking Village Hall.*

Lucinda Rogers

 Parish Clerk

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10th May 2018