

EAST SUTTON PARISH COUNCIL

Clerk: Mrs J. Burnett

Warmlake End, Chartway St, Sutton Valence, Kent ME17 3JA

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Notice is hereby given of the Annual Meeting of the Parish Council to be held at the Filmer Hall on Wednesday 1st May 2019 at 7.00 p.m. when the following business is proposed to be transacted:

1. **Apologies**
2. **Election of Chairman and Vice Chairman**
3. **Declarations of acceptance**
4. **Declaration of Lobbying**
 - I. Declaration of Changes to the Register of Interests
 - II. Declaration of Interest in items on the Agenda
 - III. Requests for Dispensation
5. **Election to outside bodies**
 - I. KALC Area Committee
 - II. Joint Parishes Group
 - III. Village Hall Committee
 - IV. Police Representative
6. **Fixed assets register**
7. **Risk Assessment**
8. **Minutes of the meetings held on 3rd and 10th April 2019 to be agreed**
9. **Highways**
10. **Finance**
 - I. Clerk's salary
 - II. Correspondence
 - III. Income
 - IV. Items for payment
 - V. Bank Balances
 - VI. Bank Reconciliation
 - VII. Performance against budget
 - VIII. Internal Audit
 - IX. External Audit
11. **Play Areas**
 - I. Play area reports
12. **Village Hall**
 - I. Report
13. **Correspondence**
14. **Reports from members of the public.** This is purely an information slot and no action can be taken upon the matters raised during this session. Any action required will need written representation to the council.
15. **Additional matters to be discussed at next meeting**
16. **Date of next Parish Council Meeting**



Mrs J. Burnett – Clerk to the Council

26/4/19