West Itchenor Parish Council

6 Locksash Close, West Wittering, Chichester PO20 8QP
Tel: 01243 204204 Email: parishclerk@westitchenorparishcouncil.org.uk

To: Members of West Itchenor Parish Council

You are hereby summoned to attend the Annual Meeting of West Itchenor Parish Council to be held on Monday 12 May 2014 at 7.00 pm in Itchenor Memorial Hall to transact the following business.

Members of the public and press have aright to attend and are warmly welcomed.

AGENDA

1. To elect a Chairman.
2. Chairman's welcome.
3. Questions/comments from members of the public.
   (This item will be limited to a maximum of 10 minutes)
4. To accept apologies for absence.
5. To receive confirmation of changes or otherwise to Councillors, Register of Members Interests.
6. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
7. To elect a Vice Chairman.
8. To confirm the appointment of the Responsible Financial Officer.
9. To appoint Standing and Statutory Committees.
10. To appoint Parish Council representatives to various outside organisations
11. To appoint a representative to oversee the Parish Council Accounts.
12. To confirm the use of Standing Orders, Financial Regulations and other adopted Policies
13. To confirm and sign the Minutes of the Council meeting held on 10 March 2014
14. To note any Matters Arising from the minutes of 10 March 2014
15. To confirm and sign the minutes of the extra Council meeting held on 24 March 2014.
16. To receive reports from Members and consider any recommendations presented.
    - Meetings of Local Government Associations, AiRS/SALC, National/sub regional developments, SERCAF, Manhood issues and Birdham School – Cllr Chater
    - Planning – Cllr Taylor
    - Neighbourhood Plan – Cllr Taylor
    - Speed Limits – Cllr Spencer
    - Operation Watershed – Cllr Spencer
    - Annual Parishes Meeting – Cllr Spencer/Cllr Boadle
17. To consider a verbal proposal from residents about establishing a village shop.
18. To approve the Accounts for the Year Ended 31 March 2014 and complete the Annual Return.
19. The Common
    - To receive an update on maintenance issues
    - To consider correspondence relating to the Pond outside Shipton Mead.
20. Clerks Report: To receive a report from the Clerk and act upon correspondence received.
21. To consider the adoption of policies
    - Internet Banking Policy
    - System of Internal Control
22. Finance.
    To approve the Schedule of Payments and Receipts
    To approve the Statement of Accounts
23. Items for referral to the next Council Meeting.

C A Smith

Signed_____ Date_____2 May 2014_____
Clerk to the Council

By resolution the Parish Council may decided to exclude the Press and Public from any part of the meeting [1]

[1] Public bodies (Admission to Meetings) Act 1960