

HUNSTON PARISH COUNCIL

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6 Locksash Close
West Wittering
Chichester
PO20 8QP

To: Members of Hunston Parish Council

You are hereby summoned to attend the Annual Meeting of Hunston Parish Council to be held on Wednesday 20 May 2015 at 6.30 pm in the Main Hall of Hunston Village Hall to transact the following business.

AGENDA

1. To elect a Chairman and receive Declaration of Office.
2. To consider the Co-option of Councillors.
3. To elect a Vice Chairman
4. Questions/Comments from members of the public.
(This item will be limited to a maximum of 10 minutes)
5. To receive reports from the District and County Councillors.
6. To accept apologies for absence.
7. To receive Councillors, Register of Members Interests.
8. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
9. To confirm the appointment of the Responsible Financial Officer.
10. To appoint Standing and Statutory Committees.
11. To appoint Parish Council representatives to various outside organisations.
12. To confirm the payment of Standing Orders and Direct Debits.
13. To confirm the use of Standing Orders, Financial Regulations and other Adopted Policies.
14. To confirm and sign the Minutes of the Council meeting held on 4 March 2015.
15. To note matters arising from the Minutes of 4 March 2015.
16. To receive updates on ongoing projects.
 - Neighbourhood Plan
 - Traffic calming/cycle routes
 - Church Lane Pond
 - Regeneration of the Basketball court
17. To receive the Internal Auditors report and act on any recommendations.
18. To approve the Accounts for the year ended 31 March 2015 and complete the Annual Return.
19. Clerks Report: To receive a report and act upon correspondence received.
20. Finance.
 - To review the appointed signatories to the bank accounts.
 - To confirm the Clerk's salary scale and weekly hours.
 - To approve the Schedule of Payments and Receipts.
 - To approve the Statement of Accounts
21. Items for noting or referral to a future meeting.

C A Smith

Signed _____ Date 13 May 2015

Clerk to the Council