



# Forncett Parish Council

10, Old Rectory Close, Mulbarton, NR14 8LX  
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Dear Councillor,

You are hereby summoned to attend the annual meeting of the Forncett Parish Council to be held on **Thursday 16 May 2019 commencing immediately after the Annual Open Meeting (est. 8.00pm) at Forncett Village Hall** for the purpose of transacting the following business

Anne Rayner, Clerk

## Agenda

1. To receive all Councillor acceptance of office forms.
2. To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office.
3. To elect a vice-chair and receive their declaration of acceptance of office.
4. To consider apologies for absence.
5. To receive any declarations of interest.
6. To approve the minutes of the last meeting (18 April 2019).
7. To consider matters arising from the minutes (for information only)
8. Open forum, to hear from members of the public, including reports from District and County Councillors.
9. To consider planning applications – None to consider
10. To hear of planning decisions – None
11. To report planning comments agreed via e-mail in between meetings: None
12. To agree that some members should make a site visit to the Station Rd land, to report at the June meeting.
13. To confirm adoption of the General Power of Competence.
14. To consider the insurance renewal quotations and confirm insurance details.
15. Policy reviews: Financial Regulations and Statement of Internal Control
16. To receive and approve the internal audit report
17. To declare that FPC is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and confirm exemption for 2018 / 19
18. To approve the Annual Governance Statement
19. To consider and approve the Accounting Statements for 2018 / 19
20. To receive the RFO report and consider the approval of the following payments:
  - a) Clerk salary May 2019 : £335.12
  - b) Came & Co : £ To be agreed
  - c) P James : £ 65.25
  - d) Forncett Flyer – Grant : £800.00
21. To consider correspondence – None to report.
22. To agree meeting dates for the forthcoming year.
23. Update on ongoing matters and outstanding issues
  - a) Village Hall, including proposal to ratify appointment of Trustees.
  - b) Highways and Public Rights of Way
  - c) SAM2 report
24. Open forum, to hear from members of the public.
25. To confirm the date of the next meeting.