

**The Annual Meeting of Ousden Parish Council will take place on Tuesday 10th May 2016 at 7p.m. in Ousden Village Hall**

**Members of the public are welcome.**

### **AGENDA**

1. To elect a Chairman.
2. Chairman to sign a Declaration of Acceptance of Office and agreement to abide by Ousden's Parish Council's Code of Conduct.
3. To elect a vice chairman.
4. To update Register of Members' Interests form.
5. To accept apologies and reason for absence.
6. Declaration of interest by Councillors in items on the agenda.
7. Co-option of a new councillor following the resignation of John Pask
8. To approve the minutes of the meeting held on Tuesday 8th March 2016
9. To receive an update on the list of actions agreed at the last meeting
10. To discuss the following financial issues:
  - a) Approval of payments authorised between meetings
  - b) Approval of any payments and signing of Schedule of Payments
  - c) Approval of the record of online payments made since the last meeting
  - d) Signatory to complete the checklist of Internal Controls
  - e) Internal control of the 2015/16 accounts carried out by Geoffrey Ingham
  - f) Update on the inspection of Parish Council property carried out by
  - g) To approve the Income and Expenditure accounts for the financial year 2015-2016
  - h) To complete and sign sections 1 and 2 (Statement of Assurance and Statement of Accounts) of the Annual Return 2016
  - i) To approve and sign the supporting notes for the Audit 2016.
  - j) To receive the precept information for 2016/17
  - k) To approve the Financial Report which the Council needs to publish as part of the Transparency Code 2016
  - j) To confirm the Council's eligibility to continue to use the General Power of Competence
  - k) Backing up of Council files
  - l) To decide if the Parish Council would like to apply for a grant from the Transparency Code fund
11. To discuss the following planning issues:
  - a) DC/16/0675/HH – 1 Rectory Close, Ousden – double garage and stores (following demolition of existing garage)
  - b) DC/16/0752/HH – Lilac Cottage, Dunstall Green Road, Ousden – single storey side extension
12. To discuss any highways/Rights of Way issues/tree/transport issues
  - a) Request by the Ousden Estate to remind residents of the bio-diversity strips in Ousden and importance of not walking on them
13. To discuss any village issues:
  - a) To discuss the quotes for bin stickers
  - b) Refurbishing the phone box
  - c) Should the village purchase a defibrillator?
14. To discuss the following correspondence:
  - a) Letter from Suffolk Accident Rescue Service requesting a donation
  - b) Letter from MAGPAS requesting a donation
15. Any other business for noting or including on the agenda of the meeting on Tuesday 12th July 2016