**RYBURGH PARISH COUNCIL**

**ANNUAL PARISH COUNCIL MEETING**

**Parish Clerk and RFO: Patsy Adams**

**Church View Farm, Church Road, Aylmerton, NR11 8PZ**

**MEMBERS**

The Parish Council Meeting will take place on **Tuesday 21st May 2019** in the Memorial Hall Annexe. Your attendance is requested. This meeting will follow the Annual PRIH Meeting at 7pm

***Patsy Adams***

***Parish Clerk***

***25/03/19***

**A G E N D A**

***PLEASE NOTE THAT DECLARATIONS OF ACCEPTANCE OF OFFICE MUST BE RECEIVED BEFORE THE MEETING BEGINS***

1. **APPOINTMENT OF CHAIRMAN**
2. **CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE.**
3. **Appointment of the vice-chairman**
4. **THE VICE CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE**
5. **APOLOGIES FOR ABSENCE.**
6. **DECLARATIONS OF INTEREST -** *To receive declarations of interest in agenda items*
7. **TO CONSIDER ANY DECLARATIONS OF ACCEPTANCE OF OFFICE THAT HAVE NOT BEEN RECEIVED AND TO DECIDE WHETHER TO GRANT AN EXTENSION OF TIME OR TO DECLARE THE SEAT VACANT**
8. **TO RECEIVE COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS**
9. **OPEN SESSION FOR MEMBERS OF THE PUBLIC TO SPEAK**
10. **MINUTES** - *To approve the minutes of the previous meetings held on 2ND April 2019*
11. **TO RECEIVE UPDATES ON THE FOLLOWING ITEMS FROM THE LAST MEETING**:
    1. To receive an update from Cllr K Wilson regarding the land at the top of the hill under consideration for the new Lt Ryburgh bench.
    2. To agree where to move the bench, currently on Bridge Road
    3. To receive further information regarding the Lt Ryburgh Common
12. **NEW MATTERS FOR CONSIDERATION**
    1. The Initial Consultation for the First Draft of the new Local Plan (documentation previously circulated)
    2. To consider a proposal regarding signage for Great Rybugh Common from Cllr Savory

*13* **FINANCE & GOVERNACE**

*13.1 TO APPROVE THE RENEWAL OF THE INSURANCE POLICY WITH BHIB FOR £ (£344.44). (Previous year £344.44)*

*13.2 TO APPPROVE THE LIST OF INVOICES FOR PAYMENT*

*13.3 TO AGREE THAT THE COUNCIL MEETS THE CRITERIA TO SUBMIT AN EXEMPTION CERTIFICATE TO THE EXTERNAL AUDITOR AND TO PROPOSE A RESOLUTION TO DECLARE THE PARISH COUNCIL EXEMPT FROM SUBMITTING A LIMITED ASSURANCE REVIEW*

*13.4 TO CONSIDER THE REPORT FROM THE INTERNAL AUDITOR*

*13.5 TO CONSIDER AND COMPLETE THE ANNUAL GOVERNANCE STATEMENT*

*13.6 TO CONSIDER AND COMPLETE THE ACCOUNTING STATEMENT*

**14.HIGHWAY ISSUES – TO RECEIVE AN UPDATE**

1. **PLANNING :**

*a) To consider any Planning applications received:*

*b) To notify of any Planning Decisions received from NNDC*

*c) To consider any other Planning issues*

1. **CORRESPONDENCE** - *To consider any correspondence received (previously forwarded)*
2. **ITEMS FOR THE NEXT AGENDA**
3. **TO NOTE THE DATE OF THE NEXT MEETING – 16th July 2019**
4. **TO CLOSE THE MEETING***.*