



Great Ellingham Parish Council

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Dear Councillor, You are hereby summoned to attend the annual meeting of Great Ellingham Parish Council to be held on **Wednesday 16 May 2018** commencing 7.30pm at the recreation centre for the purpose of transacting the following business

Anne Rayner, Parish Clerk, 09/05/2018

AGENDA

1. To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office.
2. To elect a Vice-chair and receive the Vice-chairman's declaration of acceptance of office.
3. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if available.
4. To consider apologies for absence
5. To receive any declarations of interest in any item on the agenda.
6. To confirm the minutes of the meeting of 18 April 2018.
7. To report matters arising not on the agenda and hear the Chairman's report.
8. Recreation Centre report.
9. Planning applications considered between meetings:
10. To hear of planning decisions and other information:
 - a) 3PL/2018/0272/F – Portwood Form, Tanyard Lane – Extension – Approved
 - b) 3PL/2018/0243/HOU – 26 Chequers Green – Front porch – Approved
11. To consider planning applications
 - a) 3PL/2018/0424/HOU – 5 Mill Lane – Rear flat roof extension
 - b) 3PL/2018/0386/O – Mellor Metals, Attleborough Rd – Development of up to 75 dwellings
 - c) 3PL/2017/1547/O – Land South of Church St – Development of up to 30 dwellings
 - d) 3PL/2018/0434/VAR- Rosedene, Attleborough Rd – Change to dormers, chimney & porch
12. To authorise the 2% increase to the clerk's salary, in line with NJC pay scales
13. To confirm meeting dates for the forthcoming year.
14. To adopt GDPR policies: Retention of documents, Destruction of Records, GDPR policy, GDPR risk assessment, Records Management Policy, additional to clerk's contract, website privacy notice
15. To consider a grant request from St James' Church
16. To receive the report from the internal auditor
17. To declare that GEPC is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and confirm exemption for 2017 / 18
18. To approve the Annual Governance Statement
19. To consider and approve the Accounting Statements for 2017 / 18
20. To receive the financial report and consider the following payments:
 - a) Clerk salary May 2018 : £ 244.29
 - b) Internal audit fee : £ 70.50
 - c) Recreation Centre grant: £1500.00
 - d) Norfolk ALC Annual Subscription £ 249.34
21. To consider items from Councillors:
 - a) Recreation Centre Charges - AP
22. To consider correspondence received: None to report
23. To confirm the date of the next meeting as Wednesday 21 June 2017 to be held at the Recreation Centre commencing at 7.30pm.