

STAPLEFORD PARISH COUNCIL

To members of Stapleford Parish Council YOU ARE HERBY SUMMONED to attend the ANNUAL PARISH MEETING OF THE COUNCIL commencing at 7pm on Tuesday 9th May in the Village Hall

Agenda

1. Election of Chairman and signing of Acceptance of Declaration of Office
2. Election of Vice-chair
3. Councillors – declarations of acceptance
4. To fill any vacancies left unfilled at the election by reason of insufficient nominations
5. Apologies for absence
6. To agree councillor responsibilities
7. Minutes of last meeting March 2017
8. Matters arising
9. Clerk Report
Finance

Invoices: WAMC/NALC subs	01.04.17	£ 113.88
HMRC income tax period ending	05.01.17	£ 84.60
HMRC income tax period ending	05.04.17	£ 84.60
The Landscape Group Ltd	25.04.17	£ 187.31
	Total:	£ 470.39
Receipts: Precept		£ 3,348.24
Income Tax for HMRC		£ 169.20
- PAYE update		
10. Clerk Contract of Employment - Agree and sign
11. Adoption of: Code of Conduct
Standing Orders
Financial Regulations (inc procurement)
Risk Assessment schedule
12. PCC request for contribution to mowing contract costs
13. Flood Warden Report
14. Confirm dates of meetings for 2017/2018
15. Any other Business

