

## To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the next Meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Monday 19<sup>th</sup> June 2017** at Norton Parish Hall, Littleworth.

**Public Question Time:** From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting at 7.45pm. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting.

### Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Declarations of Interest**
  - a. Register of Interests: Re-elected Councillors are reminded of the need to update their register of interests and newly co-opted Councillors are required to complete and return the Register of Interests Form to the Monitoring Officer within 28 days of their co-option.
  - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
  - d. Written requests for granting of a dispensation (S33 Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
- 3. Independent Internal Audit Report** **7.55pm**

To receive and consider the Internal Auditor's Report for the year ended 31<sup>st</sup> March 2017.
- 4. Annual Governance Statement** **8.05pm**

To consider, approve and sign off the Annual Governance Statement (section 1 of the Annual Return) for the year ended 31<sup>st</sup> March 2017.
- 5. Accounting Statements and Accounts for the Year Ended 31<sup>st</sup> March 2017** **8.15pm**

To consider, approve and sign off the Accounting Statements (section 2 of the Annual Return) and the accounts for the year ended 31<sup>st</sup> March 2017.
- 6. Councillors' reports and items for future agenda** (Chairman)

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 7. Dates of next meeting**

Parish Council Meeting: 29th June 2017

Signed

*Jane Greenway*

Mrs Jane Greenway

Clerk to Norton-Juxta-Kempsey Parish Council

13<sup>th</sup> June 2017