

Shouldham Parish Council

I hereby give you notice that an Annual Meeting of the above-named Parish Council will be held at Shouldham Village Hall on Monday 21 May 2018. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Shouldham Parish Council welcomes the public and press to its meeting.

Agenda

- 12/18 To elect the Chairman.
The newly elected Chairman to sign the Chairman's Declaration of Acceptance of Office.
- 13/18 To elect the Vice-Chairman.
- 14/18 To receive apologies for absence.
- 15/18 To receive declarations of interest in items of the agenda and any requests for dispensation.
- 16/18 To approve and sign the minutes of the Annual Parish Meeting and minutes of an Ordinary meeting held on 23 April 2018.
- 17/18 Clerk to report progress on items not on the agenda from the last meeting.
- 18/18 Clerk to read out any correspondence received that is not listed on the agenda below.
- 19/18 Finance matters
- To approve the payment of accounts list – May 2018.
- 20/18 To consider planning applications received.
- 21/18 To receive further reports and any other items of business – the next Parish Council meeting will be an Ordinary Meeting of the Parish Council on Monday 18 June 2018 in Shouldham Village Hall.

Resolve to exclude **public and press** in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted concerning staffing.

Signed: *Helen Carrier* Parish Clerk

Dated 16 May 2018