

# FROCESTER PARISH COUNCIL

MEETINGS ON WEDNESDAY 17<sup>TH</sup> MAY 2017 AT 7.30PM IN THE CRICKET CLUB

## ANNUAL PARISH MEETING

1. Meeting chaired by the Parish Council Chair/Vice-Chair
2. The open meeting allowing registered electors to discuss parish affairs within a maximum time limit of thirty minutes

## ANNUAL PARISH COUNCIL MEETING

1. Apologies
2. Welcome and introductions by the retiring Chair/Vice-Chair
3. An account of the previous year to be given by the retiring Chair
4. Election of Chair
  - a. To elect the chair for the forthcoming year
  - b. The Chair to sign the Declaration of Office Form as chairman
5. Election of Vice Chair
  - a. To elect the vice-chair for the forthcoming year
6. All councillors to sign the Declaration of Office Form
7. Minutes of the last Annual Parish Council meeting held on 11<sup>th</sup> May 2016

## PARISH COUNCIL MEETING

1. Apologies
2. Minutes of the Parish Council meeting held on 15<sup>th</sup> March 2017
  - a. January minutes signed
3. Matters arising
  - a. Register to Vote
  - b. Defibrillator
  - c. Phone Box Library
  - d. FCC visit by villagers
4. Finance
  - a. Bank account - £3,425.22 + £138.69 – payments since last meeting £42.21 GAPTC Annual Subscription for 2017, £40 Royal British Legion Poppy Appeal & £250 donation to Stroud Valleys Project; receipts since last meeting £550.00 parish precept
  - b. Grant Thornton annual return required by 19 June 2017 – Sarah Poultney has audited the accounts
    - i. Chair to sign
    - ii. Earmarked reserves to be agreed – FCC bench, website support renewal June 2017 £120
    - iii. Notice of commencement
  - c. Zurich Municipal Policy Renewal documents received – renewal amount £182.39
5. Highways
  - a. Reminder to clerk re speed gun
6. Police
7. Planning
  - a. Frocester Manor, Brooke House, Osborne House
8. Any other business – next meeting date