

Burton-by-Lincoln Parish Council

Notice is hereby given that the Annual Parish Council Meeting will be held in Burton Estate Club on **Tuesday 8th May 2018** at 7.00pm Your attendance at such meeting is hereby requested to transact the following business:

AGENDA

7.00 pm **PUBLIC QUESTION TIME** - When members of the public may ask questions or make short statement to the council followed by at **7.30pm Full Council Meeting**.

1. Election of Chairman and signing of declaration of acceptance of Office
2. Election of Vice Chairman and signing of declaration of acceptance of Office
3. Apologies for Absence
4. Declarations of Interest in accordance with the Localism Act 2011: Code of Conduct and any dispensations that may arise.
5. Minutes for Approval of previous meeting dated 6th March 2018
6. Reports from District Councillors, County Councillors and Police
7. Clerk's Report – Including Matters Outstanding
Finance
8. To agree Final Accounts for 2017/2018
9. To accept and sign Annual Audit for 2017/2018
10. To accept payments made since the last meeting
Governance
12. To review the council's Financial Regulations and Standing Orders and Code of Conduct
13. To review the Council's Risk Assessment
14. To review the Council's Asset Register
15. To appoint an Internal Auditor for the year 2018/2019
Insurance
16. To accept insurance provider for 2018/2019
17. **Planning Matters**
Application Number 137513 Garden House Main Street Response submitted
Application Number 137475 The Quays Burton Waters Response submitted
Application Number 137326 Land East of Hillside
The Waterhouse
18. **Highways**
Manor Lane
Grass Verges
Fen Lane
19. **Burton Waters Bus Shelter**
20. **Membership Renewal**
LALC
CPRE

Date of next meeting 10th July 2018

Caroline Emerson

Clerk to Burton-by-Lincoln Parish Council May 2018