



WIX PARISH COUNCIL

Clerk to the Council: Mrs Emma Cansdale
2 Goose Green Cottages
Colchester Road
Wix, Manningtree
Essex CO11 2PD

Tel: 01255 871483
Email: wixparish@gmail.com

Members of the Council are hereby summoned to attend the Annual Meeting of the Parish Council at the Village Hall on Monday 22nd May 2017 at 7.30 pm for the purpose of transacting the following business:

The Public and Press and invited to attend

AGENDA

- 17/080 **Election of Chair**
To resolve to elect a Chairman
- 17/081 **Election of Vice-chair**
To resolve to elect a Vice-chairman
- 17/082 **Apologies for Absence**
- 17/083 **To receive members' declaration of interests in items on the Agenda**
Councillors to declare any disclosable pecuniary interests, other pecuniary interests, and non-pecuniary interests not already declared.
- 17/084 **Minutes**
a) Acceptance of the Minutes of the Parish Council meeting dated 24th April 2017
b) Acceptance of the Minutes of the Parish Meeting dated 10th May 2017
- 17/085 **Public participation session with respect to items on the agenda and other matters that are of mutual interest**
- 17/086 **Clerks Report**
 - Annual Return, Internal Audit, field clearance, parking
- Finance ****
- 17/087 **Accounts, Internal Audit report and Annual Return.**
a) To review and to consider the findings of the review of the effectiveness of internal control.
b) To resolve to approve the Annual Governance Statement
c) To consider the resolve to approve the Accounting Statements, and be signed off by the Chair.
d) To receive the internal audit report
e) To resolve to approve the accounts ending 31st March 2017, and to be signed off by the chair
- 17/088 **Payments**
a) To approve the following grants for 2017/18
 - Wix Village Hall £600
 - St Mary's Church- Church Yard Maintenance £500
 - Wix Fayre- Grand Draw prize £150
 - RBL Poppy Appeal £50
 - Wix Youth Club Room Hire £400
b) To receive monthly finance update and approve cheques for payment

- 17/089 **Planning:**
a) To receive and make recommendations on the following planning applications:

17/00681/FUL | Proposed stepped access. | Dove Cottage Colchester Road Wix Manningtree Essex CO11 2RP
- Village amenities**
Field
- 17/690 **Play Area Inspection 2017**
To review the 2017 inspection and agree any actions.
- 17/091 **Financial regulations Review**
To review, amend as necessary and resolve to agree the Financial Regulations
- 17/092 **Standing Orders Review**
To review, amend as necessary and resolve to agree the Standing Orders
- 17/093 **Councillor Portfolio's and responsibilities**
To agree councillor's portfolios and responsibilities.
- 17/094 **Mower Insurance**
To discuss options for insuring the PC mower. The policy expires in June. To resolve on of the following options:
a) To renew the mower's motor insurance.
b) To cease the motor insurance for the mower, and cover it under the PC policy, until it is sold. The mower will not be used or driven on the road during this period.
- 17/095 **Youth Club**
To discuss options for 'staffing' the youth club in the future
- 17/096 **Correspondence.**
- 17/097 **Reports and updates**
 - Highways- Clerk.
 - Village Hall- Cllr Bowers
 - TDALC- Cllr Mitchell
 - Allotment ditch
- 17/098 **Items to be added to next Agenda**
 - Use of the football pitch for the forthcoming year.
- 17/099 **Items of interest and note.**
 - The next Parish Council Meeting will be held on Monday 19th June at 7.30 pm

Members of the public please be advised that, in order for the council to give an effective response, matters they wish to raise must be brought to the notice of the Parish Council at least seven working days before the date of the meeting in writing or by email to the clerk- Thank you.