



To the Members of **Rooksdown Parish Council**:

You are hereby summoned to attend the Annual Meeting of the Parish Council to be held in the Rooksdown Community Centre, Park Prewett Road, Rooksdown RG24 9XA, on Monday 25 June 2018 at 7:30 pm when it is proposed to transact the business listed below.

Martin Whittaker, Clerk

Issued: 18/06/2018

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ALL MEETINGS

AGENDA

- 18/146 To receive and accept apologies for absence**
- 18/147 To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**
- 18/148 To approve the minutes of the Rooksdown Parish Council meeting of 21 May**
- 18/149 To discuss matters arising from the minutes**
- 18/150 To invite members of the public to address the meeting (up to 15 minutes in total)**
- 18/151 To receive a presentation from Barrett Homes on the progress of the Gillies Meadow Phase 2 development**
- 18/152 To receive reports from:**
- Chairman of Rooksdown Parish Council
 - Clerk to the Parish Council
 - County Councillor
 - Borough Councillor
 - Rooksdown Community Association
 - PCSO
- 18/153 Approval of final accounts for 2017/8**
- 18/154 Approval of year-end bank reconciliation for 2017/8**
- 18/155 Noting of internal auditor's report for 2017/8 and Clerk's response**
- 18/156 Approval of Annual Governance Statement 2017/18**
- 18/157 Approval of Accounting Statements 2017/18**
- 18/158 To approve payments**
- 18/159 To approve bank reconciliations**
- 18/160 To appoint Full Signatories for the bank accounts - Chairman**
- 18/161 To discuss participation in the Parish Lengthsman Scheme – Cllr Payne**
- 18/162 To consider co-option of a councillor**

- 18/163** To identify suitable projects for LIF application and agree approach for submission of applications - Chairman
- 18/164** GDPR update – Clerk
- 18/165** To discuss support for the Rooksdown Summer Fair - Chairman
- 18/166** To consider paying for the clerk’s membership of the Society of Local Council Clerks (£128pa) and purchase of the latest addition of “Local Council Administration” (£74)
- 18/167** Planning applications
1. [18/01617/FUL](#) Construction of stone path within woodland known as The Spinney. Including works to trees, installation of waymarkers, furniture and bollards and associated planting. Due 29 June.
 2. [18/01588/LDPO](#) Certificate of lawfulness for the proposed conversion of loft to living accommodation including formation of box dormer. Due 27 June.
 3. Applications not on the agenda
- 18/168** Chairman’s correspondence
- 18/169** Clerk’s correspondence
- 18/170** Chairman to close meeting