

# Syleham Parish Council

pc@syleham.suffolk.gov.uk

To all Parish Councillors

You are requested to attend the Annual Parish Meeting and the Council Meeting that follows on Wednesday 22nd May, 2019 at 7.30 pm at Syleham & Wingfield Village Hall

David Young  
Clerk to the Council  
01379 668556

15<sup>th</sup> May, 2019

## APM AGENDA

1. **Chairman's welcome:**
  2. **Signing of minutes:** of annual meeting held on May
  3. **Chairman's annual report**
  4. **Reports from County and District Councillors** (read out if they are unable to attend)
  5. **Reports from Church, Village Hall, Sports and Social Club and Police** (read out if representatives are unavailable)
  6. **Open Forum:** An opportunity for residents to raise any matters of concern
- Close of Meeting**

## ACM AGENDA

1. **Election of Council Chairman**
2. **Appointment of Vice Chairman**
3. **Apologies:** To receive apologies for absence
4. **Acceptance of Office confirmation & Declaration of Interest form signing**
4. **Declarations of Interest in this meetings agenda:** Councillors to declare any personal or prejudicial interests in items on the agenda and their nature
5. **Minutes:** To confirm and sign Minutes of meeting held on March 6<sup>th</sup> 2019
6. **Planning:** To note and agree action as necessary on Planning Matters (if any)
7. **Correspondence for Information:** To note and agree action as necessary on correspondence received since previous meeting.
  
8. **Finance**
  - 7.1 To receive a report from the Clerk (to include 2018/19 Audit for approval)
  - 7.2 To note interim payments made (1) and consider payments to be made (2 )
  
9. **Councillors Reports and Items for Future Agenda:** To note Councillors' reports, questions, information or items for future agenda
  
10. **Date of Next Meeting:** To confirm date of next meeting scheduled for Wednesday 4<sup>th</sup> September 2019