

To all Members of the Parish Council:

The Annual Meeting of Seaton Parish Council will be held on Monday 22nd May 2017, following the Annual Parish Open Meeting, in the Village Hall for the transaction of the following business:

AGENDA

1. Election of officers
2. To accept apologies for absence
3. Declaration of interest in items on the agenda
4. Minutes of the previous meeting
5. Matters arising from the Minutes (not on the agenda – for information only)
6. Annual Governance Review & Statement:
7. Financial Matters –Review of effectiveness of internal financial control & audit arrangements – Sue Fox in attendance
Presentation of 2016/17 Accounts/signing off Annual Return
Accounts update
Retrospective payments:
LRALC Subscription 2017/18
HMRC 1st quarter PAYE tax
2Commune Website Hosting, Support, Licence & Domain Name Payments:
Leics & Rutland Playing Fields Ass'n subscription 2017/18
Clerk's Salary review & half-year payment
Insurance - 2017/18 premium
Antivirus subscription for SPC computer
ROSPA Annual Inspection Fee

Delegation of spending power to Clerk
8. Allotments: Rent review including funds for paths grass cutting/Risk Assessment
9. Highways: Verges
10. Thompson's Field – Play area resurfacing/ROSPA inspection
11. Defibrillator – Risk Assessment
12. Correspondence
13. Date of next meeting

John A Hill
Clerk to the Council Tel: 01536 770463