

To all Members of the Parish Council:

The Annual Meeting of Seaton Parish Council will be held on Monday 13th May 2019, 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 Internal Audit report – Internal Auditor (Sue Fox) in attendance
7. Annual Governance Review & Statement
8. Financial Matters – Presentation of 2018/19 Accounts/signing off Annual Return
 - Accounts update
 - Payments: Retrospective:
 - Electrical supply to Ex 'phone box
 - LRALC Subscription 2019/20;
 - New:
 - HMRC PAYE tax
 - Clerk's Salary review & half-year payment
 - Insurance Premium 2019/20 payment
 - Update of signatories for Building Society Accounts
9. GDPR Update
10. Thompson's Field: Play area surface/equipment maintenance
11. Allotments: Risk assessment/Tenancies
12. Highways issues: Hedges/Parking/No Parking//Glaston A47 / Seaton Road Crossroads and Morcott A47 / Seaton Road Crossroads
13. Correspondence
14. Date of next meeting

John A Hill
Clerk to the Council Tel: 01536 770463