

Brentor Parish Council

Clerk: Mrs. Caroline Oxenham 1 Abbotsfield Crescent, Tavistock, Devon, PL19 8EY

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The **ANNUAL MEETING of BRENTOR PARISH COUNCIL** will be held in **Brentor Village Hall** on **Monday 14th May 2018** at **7.30 pm** for the purpose of transacting the business detailed below.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public and press are welcome to attend. **Members of the public are invited to make representations** in writing to their local Councillor OR the Clerk OR **in person prior to the commencement of the meeting proper**. Representatives from other agencies are also invited to attend the meeting and address Council prior to the meeting proper.

Signed.....Parish Clerk Date.....

AGENDA

1. Apologies
2. To elect a Chair and signing of declaration of acceptance of office
3. To elect a Vice-Chair and signing of declaration of acceptance of office
4. Declarations of interest
5. To appoint members to serve on the Planning Committee
6. To appoint members to serve as council representatives to other organisations:
Southern Parishes Link Committee; Village Hall/Playing Field Committee; Brentor Commons Association; DNPA Forum; Emergency Coordinator (community self- help plan); Snow Warden
7. Approval of the Minutes of the meeting held on 5th March 2018.
8. Matters Arising from minutes not listed as separate items on agenda (*action tracker attached for Members*)
9. Reports from Council representatives attending meetings/events of other organisations
10. Planning Matters:

For information only:

WDBC 0594/18/PDM	Application for prior approval of proposed change of use of agricultural building to a dwelling house. Broad Park, Coryton, Devon	Prior approval required and given.
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11. General Finance (*report to be circulated at meeting*)
 - a) Receipts and payments
 - b) Approval of 2017-2018 accounts and 'Annual Return'
 - I. **To approve and sign the 2017–2018 Accounts** (copy circulated to Members)
 - II. **To approve and sign the supporting accounts notes** (copy circulated to Members)
 - III. **To approve and sign the bank reconciliation for submission with the Annual Return 2018** (copy circulated to Members)
 - IV. **To complete, approve and sign the Annual Return 2018** (copy circulated to Members)
12. Clerks annual pay rise.
13. Insurance renewal
14. Correspondence
 - a) For action/decision
SeaMoor Lotto
 - b) For information only
Villages in Action
Recycling
DNPA Local Plan
15. Minor Items: to take comments on and note only any items of information or interest
16. Date and time of next meeting: Monday 16th July, 7.30 pm, Brentor Village Hall
17. Close