

Dear Member,

5th May 2008

You are summoned to attend a meeting of Plaistow and Ifold Parish Council to be held on **TUESDAY 13th MAY 2008 at 7.30pm at Winterton Hall, Plaistow** for the transaction of the business shown below.

Yours sincerely,

Sue Kemp – Parish Clerk

A G E N D A

- 1. To Elect a Chairman for the forthcoming year**
- 2. To receive the Chairman's Declaration of Acceptance of Office**
- 3. To receive and note Apologies for absence**
- 4. To Elect a Vice-Chairman for the forthcoming year**
- 5. To Elect Committee Members and Representatives:-**

COMMENTS AND QUESTIONS FROM THE FLOOR

- 6. Minutes**
 - (a) To approve** the Minutes of the following meetings:-
11th March 2008 – Parish Council
22nd April 2008 – Annual Meeting of the Electors of the Parish
 - (b) To receive** the Minutes of the meetings of the Planning Committee held on 12th March 2008, 9th April 2008 and 30th April 2008
- 7. To note any Matters arising from the Minutes**
- 8. To note any Declarations of Interest by Members in relation to the business to be transacted**
- 9. Chairman's Report, to include urgent matters as appropriate**

- 10. To receive Reports from District Councillors**
- 11. To confirm the Diary of Meetings for 2008/2009**
- 12. To note and discuss Finance Matters, to include:-**
 - (a) To approve the schedule of Accounts submitted for payment
 - (b) To approve the accounts for the year ended 31st March 2008.
 - (c) To consider requests for funding from –
 - (i) The Sussex Air Ambulance
 - (ii) Kelsey Hall Management Committee
 - (d) To consider extending the role of the Finance Committee
 - (e) To confirm the appointment of the Internal Auditor for 2008/2009
 - (f) To determine the date of the next meeting of the Finance Committee
 - (f) To discuss other urgent financial matters, as appropriate
- 13. To review the Standing Orders of the Parish Council**
- 14. Situation Report on previously reported matters - for discussion and noting**
 - (a) The Green, Plaistow, including Play Area Repairs
 - (b) Notice Board at Kelsey Hall
 - (c) Parish Action Plan and Village Design Statement
 - (d) Resurfacing of the footpath from The Drive to the River Lox
 - (e) Plaistow Post Office
 - (f) Southern Water issues – sewage in Ifold and water leak in Rickmans Lane
 - (g) Information regarding Dunsfold Park
- 15. To discuss the provision of new notice boards at Winterton Hall and Oak Tree Stores**
- 16. Highway Matters – for discussion and to note**
 - (a) Up-date on previously reported matters
 - (b) Matters to be reported by Members
- 17. To note Matters raised by Members to be placed on the agenda for the next meeting**
- 18. Date of next meeting:-
Tuesday 22nd July 2008 at 7.30pm at Kelsey Hall, Ifold**