

**Notice Of the Annual Meeting of Pitcombe Parish Council
to be held following the Annual Parish Meeting at 7.30 pm on
Tuesday 10th May 2011
at Hadspen Village Hall.**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

Members of the public are invited to attend.

1. To receive Apologies for Absence.
2. Election of Chairman and Vice Chair for the year 2011 – 2012.
3. Consideration and the Co-option of Parish Councillors, Neville Hartnell and Caroline Donald .
- 4 Declaration of Interest Forms and provision of acceptance forms to be provided for completion.
5. Public Question Time
6. To approve the minutes of the Parish Council Meeting of 12th April 2011.
7. Matters arising from the previous minutes:-
 - Speeding issues
 - Bruton 100 Stone
8. Declarations of Interest.
9. Annual Accounts for year Ended 31.3.2011 and presentation of agreed budget for 2011/12.
10. General communication on the Parish Council (Contact details)
(Email Communication, Meeting dates for 2011/12, Noticeboards – responsibility for displaying Parish Council Notices (agendas, minutes etc)
Webpage
11. To discuss and to consider Pitcombe Parish Portfolios and Responsibilities for 2011/12.
12. To confirm procedures for the handling of Planning Applications.
 - i) Planning applications for consideration at May 2011 meeting
13. Finance
 - To consider the following payments:-
 - i) Parish Clerk Remuneration for April 2011
 - ii) Annual Insurance Premium due 1st June 2011.
 - iii) To agree payment schedule for Parish Council donations in 2011/12.

14. To advise on correspondence received and to discuss any actions to be taken:-

SALC Training Schedule	Councillors to consider requirement
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15. Meetings and Workshops

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16. Any Other Business :
Please note this item can only be used for statements of information and requests for items to be included on the agenda at the next meeting.

17. Date of next meetings:-
14th June and 12th July 2011

Mrs R. Morgan
Parish Clerk
April 29th 2011