



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD
E-mail: clerk.dsipc@btconnect.com Tel: 01778 343266 www.dsipc.co.uk

Parish Clerk: Julie Fortnum

Dear Councillors Barber, Blessett, Bowell, Dilks, Gilbert, Green, Hall, Hosking, Pelling, Shinkins, J. Stevens, T. Stevens, Thomas, Wallis and Ward and District Councillor Steve Benn.

You are hereby summonsed to attend the next meeting of Deeping St James Parish Council on **Thursday 25 May 2017 at 7.30 pm at The Institute**. The business to be dealt with at the meeting is listed in the agenda below.

There will be an Open Forum, including a five minute report from the Police and any County/District Councillors present, lasting a maximum of thirty minutes to permit residents to address the Council before the meeting is formally opened, which will be at the closing of the Open Forum or at 8.00pm, whichever is the sooner.

Press report to be written by Councillor Wallis.

Julie Fortnum
Parish Clerk

AGENDA

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|-------|--|---------------|
| 1.18 | To elect a Chairman of the Council and receive the Chairman's declaration of Acceptance of Office (or if not received to agree when it shall be received) | |
| 2.18 | To elect a Vice Chairman of the Council and receive the Vice Chairman's Declaration of Acceptance of Office (or if not received to agree when it shall be received) | |
| 3.18 | To appoint committees and advisory committees | Enclosed |
| 4.18 | To appoint representatives to outside bodies | Enclosed |
| 5.17 | To review the Code of Conduct | Enclosed |
| 6.18 | To review Standing Orders and add, vary and revoke as necessary | Enclosed |
| 7.18 | To review Financial Regulations and add, vary or revoke as necessary | Enclosed |
| 8.18 | To receive apologies for absence. | |
| 9.18 | To receive notifications of interest and consider requests for dispensations, if any. | |
| 10.18 | To approve the minutes of the previous meeting held on Thursday 20 April 2017. | Enclosed |
| 11.18 | Clerks Report | Appendix
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| 12.18 | To receive a report of progress in relation to matters arising from | Appendix |

Any member of the public can attend all Council and Committee meetings to see the work of the Council. Full Council meetings are held on the last Thursday of each month which start with a 30 minute public forum for questions and issues to be raised.

the minutes not dealt with elsewhere on the agenda.

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- 13.18 To consider financial matters**
1. To consider the minutes and any recommendations from the finance and general purposes committee meeting held on Thursday 18 May 2017 Appendix 2
 2. To approve accounts for payment Appendix 3
 3. To consider the internal audit report for 2016/17 Enclosed
 4. To complete resolve and sign the Annual governance statement (section 1) of the annual return for the year ended 31 March 2017
 5. To agree and sign the Accounting statements (section 2) of the annual return for the year ended 31 March 2017
- 14.18 To consider planning matters**
1. To consider the minutes and any recommendations from the Planning committee meeting held on Thursday 18 May 2017 Appendix 4
- 15.18 To receive and agree the Council's response to correspondence received since the last meeting.** Appendix 5
- 16.18 To receive and consider minutes and recommendations of committees, reports from advisory committees, members reports from external bodies, members reports of meetings, seminars, training and events attended on the Council's behalf:**
1. Deepings Literary Festival launch event on Thursday 27 April 2017
 2. Councillor Surgery at The Deepings Library on Saturday 6 May 2017
 3. Annual Parish meeting at The Deepings School on Tuesday 9 May 2017
- 17.18 To consider having a stand at the Rose and Sweet Pea Show and/or the Dog Show**
- 18.18 To receive an update about the skate park renewal project and reported anti-social behaviour issues at Woody Heights**
- 19.18 Parish Pump and to agree a volunteer to write the press report for next month's meeting.**

Dates for Diary

Saturday 3 June 2017 10-12 – Councillor Surgery (Hilary Hosking)

Thursday 8 June 2017 7pm – Nature Reserve footpath walk

Thursday 15 June 2017 7pm – Allotments footpaths and open spaces committee meeting (on site)

Thursday 22 June 2017 7pm – Planning committee meeting

Thursday 22 June 2017 7.45pm – Cemetery committee meeting (on site)

Saturday 24 June 2017 – Rose and Sweet Pea Show

Thursday 29 June 2017 7.30pm – Full Council meeting