

OCKLEY PARISH COUNCIL

**61 Heath Way, Horsham RH12 5XF
01403-254111**

5 May 2018

Dear Sir/Madam

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at Ockley Village Hall on Tuesday 29 May 2018 after the Annual Assembly. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Signed: *Lesley Fletcher*
Clerk

To:

Business to be done

Apologies / Declarations of interest

1. Election of Chairman and Vice Chairman
2. Election of members of Admin/Planning Committee
(3 parish councillors with clerk in attendance) and formal appointments to outside bodies - Surrey ALC
3. Minutes of last meeting
4. Matters arising
5. Correspondence
6. Planning matters
7. Neighbourhood Development Plan
 - a) car park at the station
 - b) housing in the village:
 - i) following May elections
 - ii) community led housing
8. Finance
 - a) payment of accounts
 - b) internal audit report
 - c) approval of accounts year end 31 March 2018
arrangements for audit of above accounts:
complete Annual Return
 - i) approve Annual Governance Statement (Section 1)
 - ii) approve Accounting Statements (Section 2)
9. Improvements in the village:
 - a) play area
 - b) traffic survey / Speedwatch
10. GDPR
11. Policies / Standing Orders
12. Any other business - date of next meeting Monday 2 July 2018