



WEST WINCH PARISH COUNCIL

1 Hall Lane West Winch,
King's Lynn PE33 0PJ

Email: Clerk.westwinchpc@gmail.com

TO ALL RESIDENTS AND MEMBERS OF THE COUNCIL

You are hereby invited to attend the Annual Residents' Meeting of West Winch Parish to be held at the Village Hall, William Burt Centre on **THURSDAY, 18TH MAY 2017 at 7.30pm** for the purpose of transacting the following business.

AGENDA

1. To Accept Apologies for Absence
 2. Correspondence Received
 3. Chairman's Report
 4. Presentation of the Stephen Walker Cup
 5. Open Forum
 6. Close
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TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to attend the Annual Council Meeting of the West Winch Parish Council to be held at the Village Hall, William Burt Centre on **THURSDAY 18TH MAY 2017 at approximately 7.45pm (or straight after the above meeting)** for the purpose of transacting the following business.

Judy Close – Clerk

AGENDA

1. Election of Chairman
2. Signing of the Acceptance of Office
3. To Accept Apologies for Absence
4. Election of Vice Chairman
5. Co-option of Residents to vacant Councillor Seats
6. Signing of the Acceptance of Office of Vice-Chairman and Residents co-opted
7. To Confirm the Minutes of the last Annual General Meeting held on 19th May 2016
8. To Report Matters Arising
9. To Discuss the current Financial Regulations and any changes required.
10. To Discuss the current Terms of Reference for the 6 Working Groups (see below) and any changes required.
11. To Appoint four Councillors (including a Chair) onto each of the following Parish Council Working Groups:
 - a) Planning Working Group
 - b) Finance Working Group
 - c) Street Lighting Working Group
 - d) Playing Fields and Maintenance Working Group
 - e) Consultation Working Group
 - f) Health and Wellbeing Working Group
12. To Discuss the Appointment of Parish Council Representatives onto the following groups
 - a) Hall Management Committee
 - b) Neighbourhood Plan Group (West Winch/North Runcton)
 - c) Internal Drainage Board
13. To Discuss the Annual Financial Report
14. Close

You are hereby summoned to attend an Ordinary Meeting of the West Winch Parish Council to be held at the Village Hall, William Burt Centre on **THURSDAY, 18TH MAY 2017 at approximately 8.00pm (or after the above meetings following a five minute break)** for the purpose of transacting the following business.

Judy Close – Clerk

AGENDA

1. Reports from Council Councillor, Borough Councillors and Police representatives
2. Public Participation
3. To Accept Apologies for Absence
4. To Accept Declarations of Interest in Items on the Agenda
5. To Confirm the Minutes of the Meeting held on 20th April 2017
6. To Report Matters Arising including:
 - a) Neighbourhood Plan Wish List – North Runcton Parish Council Chairman and NP Steering Group Chairman **Rick Morrish** has been invited to address councillors
 - b) Co-option of residents onto Parish Council
 - c) Table Tennis – funding (Cllrs Burke/Foster to update)
 - d) New Fence r/o Hall (Cllr Lamb to update)
 - e) Legionella testing – Changing Room showers
7. Correspondence Received
8. Correspondence Sent
9. Accounts & Finance including:
 - a) Balance of Accounts
 - b) To Consider Payment of Invoices
 - c) To Note Monies received
10. Planning Consultations
 - a) New Planning Application Consultations
 - b) Notices of Decision by Borough Council
11. Working Group Chair Reports
 - a) Planning Working Group
 - b) Finance Working Group
 - c) Playing Fields and Maintenance Working Group
 - d) Street Lighting Working Group
 - e) Consultation Working Group
 - f) Health and Wellbeing Working Group
12. Members' Matters
13. Items for next meeting
14. Date of Next Meeting – Thursday 15th June 2017
15. Close of Open Meeting
16. Closed Session if relevant.