**BUNWELL PARISH COUNCIL**

**The Parish Council Office, The Old Turnpike, Bunwell, Norwich, NR16 1SN**

**www.bunwellpc.info**

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| **Chairman** : R Smith,  Tel : 01953 788300  e-mail : [rs.silverlodge@gmail.com](mailto:rs.silverlodge@gmail.com) | **Clerk** : Mrs Margaret Ridgwell  Tel : 01603 871636  e-mail: [bunwell-pc@live.com](mailto:bunwell-pc@live.com) |

**To all members of Public:**

You are hereby invited to attend the Annual General Meeting of Bunwell Parish Council at The Village Hall, Bunwell, on **Wednesday 10th May 2023 at 7.30pm.** The press and public are welcome and can address the Council during the Public Participation section of the meeting.  However, the law does not permit members of the press and public to take part in debates.

**AGENDA**

1. **To elect a Chairman and receive the Chairman’s Declaration of Office. To elect a Vice-Chairman**
2. **Newly elected councillors to sign their Acceptance of Office and any Co-options to be considered**
3. **Apologies**
4. **To record declarations of interest from Council members in any item to be discussed**
5. **To appoint Defibrillator Warden, Footpath Warden and Play Area Warden**
6. **To approve the minutes of the Council Meeting held on 5th April 2023 -** Having previously been circulated these will be taken as read unless comments are received.
7. **To discuss matters arising from the minutes**
8. **To discuss matters arising from the Annual Parish Meeting.**
9. **Residents’ questions –** members of the public to raise matters of concern.
10. **To receive and discuss correspondence -** Email correspondence of importance has already been forwarded to councillors for consideration.
11. **Highways -** Update on outstanding matters.
12. **Footpath Warden’s Report -** Update
13. **Playground and Carpark -** Update on maintenance and repairs to play equipment.
14. **Planning Applications – to discuss and vote on any new planning applications –** Applications considered by councillors since the last meeting have been commented on and returned to the Planning Department.
15. **Finance**
    1. To formally approve payments for April – payments list and supporting invoices will be forwarded prior to the meeting for consideration.
    2. Cashbook balance
    3. To consider and approve the Annual Governance Statement of the AGAR
    4. To consider and approve the Accounting Statements and report from the Internal Auditor
16. **To receive matters of importance from Councillors**
17. **To receive Agenda items for the next meeting**
18. **To agree date and time of next meeting - scheduled for 7th June 2023 at 7.30 pm**