**IDE PARISH COUNCIL**

**Parish Clerk: Rose Saunders, 4 St Ida’s Close, Ide 01392 420461**

**Chairman: Nick Bradley, Small Ridge House, The Green, Ide**

To residents of Ide 10th May 2017

The Chairman invites you to attend the **Annual Parish Meeting** to be held at 7.30pm. on Wednesday 17th May 2017 at Ide Memorial Hall

**Agenda:** The Chairman’s Annual Report

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You are invited by the Clerk to attend the **Annual Meeting of Ide Parish Council** which will be held directly after the Annual Parish Meeting.

**Agenda:**

1. **Apologies**
2. **Minutes of last meeting**:

To consider the approval of the minutes of 18th May 2016

1. **Appointment of Officers and Sub-committees for 2017/2018**

Appointment of the following:

* Chair
* Vice-chair
* Treasurer
* External auditor
* Planning committee
* Cemetery co-ordinators
* School liaison
* Play Area liaison
* Memorial Hall representative
* Tree wardens
* Footpath wardens
* Allotments co-ordinator
* Website co-ordinator
* Defibrillator monitor
* Cheque signatories
1. **Finance Report (Clerk)**
2. Finance report for year ending 31 March 2017
3. To approve Year end accounts 2016/2017
4. To agree annual sum for allocation to the Village Fund
5. **Annual Audit (Clerk)**
6. To approve annual governance statements 2016/2017
7. To approve Accounting statements 2016/2017
8. **Setting of dates for 2017/18 bi-monthly meetings**