



Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8FQ
01638 551257
<http://redlodge.suffolk.cloud>

To Members of Red Lodge Parish Council

You are duly summoned to attend An Annual Meeting (AM) of Red Lodge Parish Council, followed by a Red Lodge Parish Council Meeting to be held on :-

Date: Tuesday 14th May 2019
Time: 19:00
Venue: St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

AGENDA for AM

	Item	Responsible
1.	Election of a Chairman and signing of the Declaration of the Chairman's acceptance.	Chairman
2.	Election of a Vice-Chairman and signing of the Vice-Chairman's acceptance.	Chairman
3.	Chairman's welcome.	Chairman
4.	Apologies for absence and approval of absences.	Chairman
5.	Declaration of pecuniary and non-pecuniary interests.	Chairman
6.	Approval of Minutes of the previous Meeting Annual Meeting held on 29 May 2018.	Chairman
7.	To make appointment or review the following:	Chairman
7.1	Responsible Finance Officer	
7.2	Data Protection Officer	
7.3	Bank signatories	
7.4	Review Working Groups and Committees	
7.5	Confirm Employees	

8.	Review and adopt the following documents:	Chairman
8.1	The Suffolk Code of Conduct	
8.2	Standing Orders	
8.3	Financial Regulations	
8.4	Asset Register	
9.	Review allocated s.137 monies	Chairman
10.	Confirm the insurance arrangements	Chairman
11.	Confirm Auditors:	Chairman
11.1	Internal	
11.2	External	
11.3	Bar Stock take	
12	Confirm the time and place of ordinary meetings of the council	Chairman
13.	To confirm the date of the next Annual Meeting to be held at St. Christopher's Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00.	Chairman

Signed: *Shazia Shujah*

Parish Clerk

08.05.2019