



All correspondence to:
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Dear Sir/Madam,

31 May 2017

SUMMONS AND AGENDA FOR AN EXTRAORDINARY FULL COUNCIL

There will be an **EXTRAORDINARY** meeting of **MEOPHAM PARISH COUNCIL** on Tuesday 6 June 2017 at 6:45pm, to be held at **The Windmill, Meopham Green**.

Yours faithfully

Cllr Sheila Buchanan, Chairman
(Issued pursuant to Standing Order 6a)

AGENDA

- 1 To receive Apologies for Absence
- 2 To receive Declarations of Interest
- 3 To approve the accounts for the year ended 31 March 2017. The Chairman of the meeting and the Responsible Financial Officer to sign (*)
- 3 To approve the Annual Governance Statement for 2016-17, Section 1 of the Annual Return for the year ending 31 March 2017. The Chairman of the meeting and the Clerk to sign. (*)
- 4 To approve the Accounting Statements for 2016-17, Section 2 of the Annual Return for the year ending 31 March 2017 and the supporting Bank Reconciliation as at 31 March 2017 plus the explanation of the significant variations from last year (2015-16) to this year (2016-17) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chairman of the meeting to sign. (*)
- 5 Pitfield Green Toilets – following on from the results of the survey, to consider the next steps and to inform GBC of the council's decision (*)

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.