

Tutbury Parish Council Meeting Schedule and Action Plan Jan - Dec 2017

Aim - Tutbury Parish Council aims to serve the community and adhere to its legal obligations as a public body. All minutes and agendas are available on the website www.tutbury-parish-council.tutbury.org

Month	Date	Meeting	Venue	Objective	Actions -Key Agenda Items
Jan	16th	Parish	Charity House	Standard Agenda	Clerks Report, Accounts for payment, Borough and County Reports, Planning, Correspondence
Feb	20th	Parish	Charity House	Contracts for 2018	Contract renewals, Equal Opportunities
Mar	20th	Parish	Village Hall Small Room (VHSR)	Risk Assessment	Council Risk Assessment, Annual Parish, Best Kept Village,
Apr	10th	Planning	Village Hall Small Room (VHSR)	Recent Applications review	Review of planning applications to the Borough Council prior to the Parish Meeting
Apr	24th	Parish	Village Hall Small Room	End of Year Accounts	Distribution of Accounts
May	12th	Annual Parish	Village Hall Large room	community Engagement Refreshments available	Chairman's report, Accounts summary, Community Building and groups
May	15th	Annual Council	VHSR	Election of Chairman	Formation of Committees, Register of Interests Review, Declaration Of Office
Jun	19th	Parish	VHSR	External Audit	Annual Governance Statement 2016-2017 Accounting statement 2016-17
Jul	17th	Parish	VHSR	Cornmill Lane Football Review,	Review of requirements of the playing fields for the new football season.
Aug	21st	Parish	VHSR	Planning Applications Accounts For Payment	reduced Meeting Planning accounts for payment.
Sep	18th	Parish	VHSR	Council Action Plan	Set out the plans for the following year that mat impact on budget constraints
Oct	16th	Parish	VHSR	Budget Considerations for next year	Budget Considerations, Remembrance Sunday, Christmas Decorations
Nov	20th	Parish	VHSR	Budget Proposal	Setting a budget in preparation f the precept requirements
Dec	18th	Parish	VHSR	Setting of Precept	Finalisation of the budget to determine the precept required.

Meeting held start at 7.30pm