

# SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

## NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the meeting of the Parish Council  
to be held in

**CHURCH FARM LITTLE WITCHINGHAM NORWICH NR9 5PA.**

on Wednesday 13 June 2018 to commence at 7:30pm for the purpose of transacting the  
following business

## AGENDA

### WELCOME

1. To receive apologies for absence
2. Declarations of Interest and Dispensations
3. To adjourn the meeting to allow members of the public and Councillors with pecuniary interests to speak
4. Finance
  - 4.1 – Annual Audit
    - To receive and consider the Annual Internal Audit report
    - To consider the internal control procedures and to review effectiveness
    - To consider and approve the Annual Governance Statement (Section 1)
    - To consider and approve the Accounting Statement (Section 2)
    - To consider criteria for & exemption from a limited assurance review

### THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR PUBLIC PARTICIPATION AT AGENDA ITEM 3

*In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting informs the Council beforehand so appropriate arrangements can be made to facilitate the recording.*

*.....Mrs Patricia Kirby..... Dated 7 June 2018.*

Clerk to the Council & Responsible Financial Officer

**Note to Members – Register of Members Interest.**

**Should any change need to be made to your declaration please be reminded that this should be actioned within 28 days of the change**