



NOTICE OF MEETING

AND SUMMONS TO ATTEND

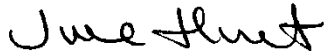
**The meeting of Sprowston Town Council
will be held in the Delves Room, at Sprowston Diamond Centre, School Lane
Sprowston on Wednesday 10 June 2015 at 7.30pm**

AGENDA

Item No.

1. To receive written declarations of interest
2. To receive written apologies for absence (proforma enclosed).
3. To confirm the minutes of the Council's Annual meeting held on 20 May 2015. Pages 1 - 8
4. To receive any Police Liaison Officer's report. Page 9
5. To receive correspondence & agree action/response arising from the minutes.
6. To receive any written/verbal reports from Sprowston County and District Councillors. Page 10
7. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak¹.
8. Tenders for Pavilion - (papers to follow)
Mr Graham Sibley attending Pages 11 - 13
9. To receive the report of the Town Clerk and make decisions on: Pages 14 - 28
 - 1.1 Sprowston Recreation Ground Pavilion Changing Room Facilities
 - 3.1 Wroxham Road and Blue Boar Lane Spine Road Footway Lighting
 - 4.3 PCSO Match Funding
10. To adjourn the meeting for a short break.
11. Finance to approve and sign:
 - (i) Annual Statement Section 1 Accounting Statements 2014/15 Page 29
 - (ii) Income and Expenditure and Balance Sheet 2014/15 Pages 30 - 41
 - (iii) Financial Statement, Asset Valuations and Variance notes 2014/15. Pages 42 - 50
 - (iv) Annual Statement Section 2 Annual Governance Statement 2014/15 Pages 51 - 52
 - (v) To receive the Internal Audit Report 2014/15 Pages 53 - 62
 - (vi) To complete the Internal Audit Review Checklist part 1 & 2 (and report). Pages 63 - 64
 - (vii) To review the Financial Risk Assessments for 2015/16 and approve the Terms of Reference as listed under Internal Audit Assurance including Insurance Details Checklist. Pages 65 - 69

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| 12. | To consider planning applications to 10 June 2015. | Page | 70 - 71 |
| 13. | To confirm the payment of accounts to 10 June 2015. | Pages | 72 - 74 |
| 14. | To receive the schedule of credit card payments. | Page | 75 |
| 15. | To receive the schedule of direct debits | Page | 76 |
| 16. | To receive any written/verbal reports from the Council's Working Groups. | | |
| 17. | To receive any written and verbal reports from Members representing the Council on or at outside organisations. (proforma enclosed) | | |



**June Hunt
Town Clerk**

5 June 2015

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Footnote:

¹ Members have a statutory legal duty under the Local Government Act 2000, to declare any personal or prejudicial interest they have in items contained in the above agenda. Failure to do so may result in the individual Councillor being reported to the Standards Board for England.

Planning Applications listed above are those in the office at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed in the Council office during office hours, and are available from 7 pm on the date of the meeting. Alternatively, to view on line please go to www.broadland.gov.uk and follow the links through to planning.

This Meeting is open to the Public and the Press. Copies of this Agenda and Draft Minutes referred to above are available from the Council Office. Signed copies of the Minutes may also be downloaded from the Council's website www.sprowston-tc.gov.uk (go to Agenda and Minutes page). They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.

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