

DATED THIS 24th DAY OF JUNE 2016

You are hereby summoned to attend the Extra-Ordinary Parish Council Meeting which will be held on **Wednesday 29th June 2016** in Conference Rooms 1 & 2, Cox Green Community Centre, commencing at 7.30 p.m. to transact the business shown on the agenda below.



Clerk for Cox Green Parish Council

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
To receive and record Members' declarations of interest (if any)
3. **QUESTIONS FROM MEMBERS OF THE PUBLIC**
A period of 15 minutes has been set aside by the Council for questions from Members of the Public
4. **PLANNING APPLICATIONS**
 - i) 16/01672 – Mr & Mrs Smyth, 4 Thatchers Drive: Part single, part two storey side extension with front dormer
 - ii) 16/01702 – Mr Milligan, 6 Rylstone Close: Part two part single storey front and two storey side extensions, front porch and rear conservatory
 - iii) 16/01943 – Mr Lawrence, 7 Ashbourne Grove: Conversion of detached garage into habitable accommodation with 3 No. side roof lights
4. **2015/16 ANNUAL ACCOUNTS**
 - i) To approve the Statement of Assurance and Governance
 - ii) To approve the Annual Accounts
5. **PERONNEL WORKING GROUP**
 - i) Meeting Notes:
To note the record of Group's recent meeting.
 - ii) Recommendations
 - a) Council Health & Safety Policy (Staffing)
To approve the implementation of the policy statement
 - b) Occupational Health:
To undertake a staff Occupational Health Assessment
 - c) Recruitment
To undertake the recruitment of an Administrative Assistant