**WINDLESTONE PARISH COUNCIL**

**7 Front Street, Bishop Middleham, County Durham. DL17 9AJ**

**Tel: 07808062525 Email:** [**kyounghusband@ferryhill.gov.uk**](mailto:kyounghusband@ferryhill.gov.uk)

**ORDINARY MEETING**

**Time: 7.00pm**

**Date: Wednesday, 18th May, 2017**

**Venue: Chilton Community College**

Dear Councillor, You are hereby summoned to attend the above meeting at which the following business will be transacted:

**AGENDA**

1. To Receive Apologies

2. To Approve the Minutes of the Ordinary Meeting held on 30th March, 2017 (attached)

3. Matters arising from the Minutes

4. To Receive Comments from Members of the Public as Appropriate

5. 5.1 To Approve the End of Year Accounts /Sign Annual Return for Year

ending 31st March 2017 and associated papers

* Bank Reconciliation Statement
* Cash Book

5.2 To Approve and Sign Cheques for Expenditure Incurred

5.3 Approve Internal Auditors Report

6. Planning

7. Correspondence

8. Any Other Business

9. Date & Time of Next Meeting

**Karen Younghusband**

**Clerk Windlestone Parish Council**