

**Date:** 2 March 2017

**Title:** Report Item 5 - Annual Village Meeting

**By:** Cllr Stewart Fuller

**Purpose of Report:** To update Councillors on the programme for the Annual Village Meeting

**Recommendations:** To agree the programme for the 2017 AVM.

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The 2017 AVM is scheduled for Thursday 11 May. The PC agreed the outline structure of the event at its meeting on 2 February (Ref: 17/02: Report 6); this note now provides the latest programme:-

		Indicative Timing
1	Browse the club displays; wine & nibbles	5.30pm – 6.30pm
2	Welcome	} 6.30pm – 6.35pm
3	Apologies	
4	Minutes - Annual Village Meeting held on 28 April 2016	6.35pm – 6.40pm
5	Annual Village Report 2017	6.40pm – 6.50pm
6	Presentations	
	i) Clubs and Societies (note a)	6.50pm – 7.20pm
	ii) PCSO Update (outside speaker) –(note b)	7.20pm – 7.35pm
	iii) Friston Crossing	7.35pm – 7.40pm
	iv) Playground upgrade (possible mandate for funding)	7.40pm – 7.50pm
	v) Sheltered Housing	7.50pm – 8.00pm
7	Q & A Session/discussion	8.00pm – 8.30pm
8	Conclusion & Close	8.30pm

note: a) timing depends on number of clubs wishing to make a presentation

b) confirmation still awaited and hence subject to change

An article about the event is included in the March edition of *Rendezvous* asking residents for any other specific topics they want to hear about. Subject to their response, and the response from Clubs etc who wish to make a presentation, the above programme/timings may need to be amended.

The timetable of the run-up to the event remains unchanged from that previously reviewed, namely:-

By:-	Item
2 March	PCM - finalise programme
5 March	residents asked for agenda/Q&A items – <i>Rendezvous</i> , website, email, NB's
19 March	invitations/requests sent to village organisations
31 March	end date for suggested topics for agenda/Q&A
6 April	PCM – review progress
15 April	replies received from organisations, including contributions to Annual Report
22 April	agenda and running order finalised, slides agreed, posters up, email reminders sent.
	Hall layout confirmed.
tba	dry run