

Hemswell Cliff Parish Council


2 May 2017

Dear Councillor,

Ordinary Meeting of the Parish Council

You are hereby summoned to attend an Ordinary Meeting of Hemswell Cliff Parish Council to be held on **Monday 8 May 2017**, commencing at **7:30pm**, in the **Room of Requirement at Hemswell Cliff Primary School**.

The agenda for the meeting is set out below.



Tom Clay

Clerk to Hemswell Cliff Parish Council

Agenda

Agenda Number	Item
1	Apologies To receive and accept any apologies.
	<u>Procedural items</u>
2	Declarations of interest <i>To receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests.</i>
3	Minutes of the Neighbourhood Plan Committee Meeting held on Monday 24 April 2017 Council to note the minutes of the meeting and discuss any issues and actions arising.
4	Minutes of the Ball Park Committee Meeting held on Monday 24 April 2017 Council to note the minutes of the meeting and discuss any issues and actions arising.
5	Public questions <i>The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public may only speak once and for no longer than three minutes.</i>

6	<p>Chairman's remarks <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
7	<p>Clerk's report <i>For information only. An update from the Clerk about correspondence, outstanding actions and ongoing issues. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
8	<p>Police, crime and anti-social behaviour update <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
9	<p>District and County Council update <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
10	<p>Parish Councillor update <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
<u>Business Items - Motions Requiring Written Notice</u>	
11	<p>Finances</p> <p>A) Payments for approval Council to consider the following payments for approval:</p> <ul style="list-style-type: none"> • £10 – Lincs Accounting (to be paid electronically) • £160 – Murphy's Landscapes (to be paid electronically) • £10 – T Clay Council Mobile Phone (to be paid electronically) • £4.99 – T Clay paper for office printer (to be paid electronically) <p>Council to note that the following payments were made after the April 2017 Ordinary Meeting and before this one because of contractual or legal reasons or through delegated powers:</p> <ul style="list-style-type: none"> • £259.42 – Clerk's Pay April 2017 (paid electronically) • £64.80 - HMRC (paid electronically) • £5.84 – G Prestwood for fuel (paid electronically) <p>B) Bank balances and accounts reconciliation Council to review the Parish Council's bank balance and most recent accounts reconciliation summary – appendix A.</p> <p>C) Ball Park Funds Council to note that the Council has been offered £2,000 in funding from iGas to pay for maintenance equipment at the Ball Park. This leaves a gap of around £4,882 and for the project to go ahead further funding will need to be sought. iGas have indicated that the Council can draw down the £2,000, but it must be spent before 31 March 2018.</p>

	<p>Council to further note the following recommendations from the Ball Park Committee and consider what action to take:</p> <ol style="list-style-type: none"> i. The Committee proposes that Council accept the £2,000 in funding from iGas and look for further funding. ii. The Committee further proposes that Council purchase MMC weed killer to remove the moss from the AstroTurf. <p>D) Installation of Signs Council to consider purchasing signs to be installed around grassed areas (particularly 'The Big Field') indicating that motorised vehicles should not be driven on the grass and that other activities, to be determined by the Council, are not permitted.</p>
12	<p>Internal Audit Report 2016/17 Council to note that the Internal Audit Report 2016/17 has been carried out. The Parish Council received passed all its control objectives and has been found by Teresa Granger of Darbys Ltd, Gainsborough to have met the adequate standards of a smaller financial authority – appendix B.</p>
13	<p>Annual Governance Statement 2016/17 Council to consider acknowledging that 'our responsibility for ensuring that there is a sound system of internal control including the preparation of the accounting statements' and to confirm nine specific items relating to a 'sound system of internal control' – appendix C.</p>
14	<p>Accounting Statement 2016/17 Council to consider approving and certifying the accounting statement for the Annual Return 2016/17– appendix D.</p>
15	<p>Christmas tree Council to review any quotes received for the planting of a Christmas tree and to consider what further action is required.</p>
16	<p>Straw on the roads and pavements Council is to review the issue of straw on the roads and pavements of the Parish and consider what action to take.</p>
17	<p>RAF Hemswell Day Council to consider the future planning and arrangements of RAF Hemswell Day.</p>
18	<p>Crime and Anti-Social Behaviour Council to consider the concern expressed by the community about the increase in crime and anti-social behaviour in recent months.</p> <p>Council will also receive an update about the project to install CCTV in the Parish and consider and further action that might be required.</p>
	Next Ordinary Meeting

19	Items for inclusion on the next Ordinary Meeting agenda <i>Councillors are requested to use this opportunity to raise items for future Ordinary Meeting agendas.</i>
20	Actions to be undertaken before the next Ordinary Meeting <i>A list of specific actions will be made that need to be undertaken before the next meeting. Any items raised for decision will appear on the agenda for the next meeting.</i>
21	Date and time of the next Ordinary Meeting To confirm date and time of the next meeting, provisionally scheduled for Monday 5 June 2017, starting at 7:30pm.