

Hemswell Cliff Parish Council

31 October 2016

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 7 November 2016**, 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
	<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 Ordinary Meeting Held on 3 October 2016 Council to consider approving the minutes as a true and proper record.
4	Neighbourhood Plan Committee: Minutes of the Meeting Held on 17 October 2016 Council to note the minutes of the meeting and discuss any issues and actions arising.
5	Ball Park Committee: Minutes of the Meeting Held on 3 November 2016 Council to note the minutes of the meeting and discuss any issues and actions arising.
6	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</i>

	<i>and for no longer than three minutes.</i>
7	Chair's Remarks <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
8	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> <ul style="list-style-type: none"> • Correspondence from a resident about grounds maintenance • Council Tax Referendum letter • BT consultation about the removal of a phone box
9	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>
10	District and County Council Update <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
11	Parish Councillor Update <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
	<u>Business Items - Motions Requiring Written Notice</u>
12	<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) • £300 – Murphy's Landscapes (to be paid electronically) <p>Council to note that the following payments were made since the last ordinary meeting in line with the Parish Council's contractual and legal obligations:</p> <ul style="list-style-type: none"> • £250.99 – Clerk's Pay October 2016 (to be paid electronically) • £62.60 - HMRC (to be 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) Budget Monitoring Council to review the budget monitoring report prepared by the Clerk/RFO – appendix B.</p>

	<p>D) Council Emails Council to consider approving spend of £0.99 per month for the Clerk to set up a new email through 1&1. A '@hemswellcliffparishcouncil.org.uk' email would tie in with the website, be more professional and make mass email communication easier.</p>
13	<p>Budget Preparation Council to consider the proposed budget and precept estimate for the 2017/2018 financial year – see appendix C.</p> <p>Council to note that West Lindsey District Council have asked that the Parish Council's 2017/2018 precept estimate be made known to them before 31 November 2016.</p>
14	<p>RAF Hemswell Day Council to review the event held this year on Wednesday 21 September 2016 and to consider the future of the event.</p>
15	<p>Christmas Tree Council to consider purchasing and installing a Christmas tree and lights for Christmas 2016.</p>
16	<p>Public Space Protection Order (PSPO) Council to consider making a request for a PSPO to West Lindsey District Council for all Parish Council owned green space and land in Hemswell Cliff.</p> <p>Specially the Council is to consider requesting that a PSPO seek to prohibit the following activities:</p> <ul style="list-style-type: none"> • Keeping or grazing any animal on Parish Council land. • Using Parish Council land for events without permission. • Erecting structures or building on Parish Council land without permission. • Parking any vehicle, including caravans, on Parish Council land without permission. • Setting fires on Parish Council land without permission. • Littering or fly-tipping on Parish Council land.
	<p><u>Next Ordinary Meeting</u></p>
17	<p>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></p>
18	<p>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></p>

19	Date and Time of the Next Ordinary Meeting To confirm date and time of the next meeting, provisionally scheduled for Monday 5 December 2016, starting at 7:30pm.
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