

Hemswell Cliff Parish Council

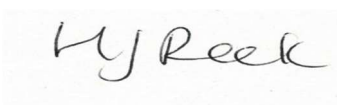
28 May 2019

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 3 June 2019**, commencing at **7.30pm**, in the **Room of Requirement at Hemswell Cliff Primary School**.

The agenda for the meeting is set out below.



H Reek
Clerk to Hemswell Cliff Parish Council

Agenda

Agenda Number	Item
1	Apologies
	<u>Procedural items</u>
2	Declarations of interest 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.
3	Co-option to the Council To consider the process and whether to co-opt to the Council.
4	Minutes of the Annual Parish Council Meeting held on Monday 13 May 2019. Council to consider approving the minutes as a true and proper record.
5	Update from the Neighbourhood Plan Committee Council to hear an update from the Neighbourhood Plan Committee.
6	Update from the Ball Park Committee Council to hear an update from the Ball Park Committee.
7	Public questions 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.

8	Chairman's remarks For information only. Any items raised for decision will appear on the agenda for the next meeting.
9	Clerk's report 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.
10	Police, crime and anti-social behaviour update For information only. Any items raised for decision will appear on the agenda for the next meeting.
11	District and County Council update For information only. Any items raised for decision will appear on the agenda for the next meeting.
12	WLDC Officers' Report Council to receive an update.
13	Parish Councillor update For information only. Any items raised for decision will appear on the agenda for the next meeting.
<u>Business Items - Motions Requiring Written Notice</u>	
14	<p>Finances</p> <p>A) Payments for approval Council to consider the following payments for approval – all costs will indicate whether VAT is included:</p> <ul style="list-style-type: none"> 1) H Reek postage for Call for Sites - £8.92 2) LALC Local Council explained guide - £19.99 <p>Council to note that the following payments were made between the last meeting of Council and this one for contractual or legal reasons, or made through delegated powers:</p> <ul style="list-style-type: none"> 1) Helen Reek Clerk Pay for April - tbc 2) HMRC April – tbc 3) Glendale Managed Services Grounds Maintenance £155.08 (plus VAT) 4) G Prestwood – fuel £6.74 (inc VAT) <p>B) Bank balances and accounts reconciliation Council to review the Parish Council's bank balance and most recent accounts reconciliation summary.</p>

	<p>C) Annual Governance and Accountability Return (AGAR) 2018/19</p> <ul style="list-style-type: none"> (i) To confirm the appointment of the internal auditor. (ii) To receive the report of the internal auditor and the Clerk's, as Responsible Financial Office (RFO), response. (iii) To receive the Year end accounts for the year ended 31 March 2019, to be signed by the Chairman and Clerk. (iv) To approve the Annual Governance Statement (Section 1 of the AGAR for the financial year 2018/19 and authorise signing by the Chairman and Clerk; and (v) To approve the Accounting Statements (Section 2 of the AGAR) for financial year 2018/19 and authorise signing by the Chairman and Clerk. (vi) To agree the period for the Notice of Public Inspection. <p>C) Budget 2019/20 To consider the budget position and bank reconciliation for period 2 of 2019/20 (May).</p>
15	<p>Planning Matters None at present.</p>
16	<p>Insurance Renewal To consider the renewal of the Council's insurance policy/</p>
17	<p>Allotments To consider an action plan to consider the provision of allotments.</p>
18	<p>Village Signs To consider the current condition of the village signs and whether any work is required.</p>
19	<p>Straw on the Road The Council to monitor the current situation relating to straw on the roads.</p>
20	<p>RAF Hemswell Day 2019 To consider the preparations for this year's event.</p>
21	<p>War Memorial To consider any works on or around the war memorial as requested at an earlier meeting.</p>
	<p><u>Next Ordinary Meeting</u></p>
22	<p>Items for inclusion on the next Ordinary Meeting agenda Council are requested to use this opportunity to raise items for future Ordinary Meeting agendas.</p>

23	Actions to be undertaken before the next Ordinary Meeting 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.
24	Date and time of the next Ordinary Meeting To confirm date and time of the next meeting, provisionally scheduled for Monday 1 July 2019, starting at 7.30pm.