

# Hemswell Cliff Parish Council


29 February 2016

Dear Councillor,

## Ordinary Meeting of the Parish Council

You are requested to attend an Ordinary Meeting of Hemswell Cliff Parish Council to be held on **Monday 7 March 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	<b>Apologies</b>
	<b><u>Procedural Items</u></b>
2	<b>Declarations of Interest</b> <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	<b>Minutes of the meeting held on 1 February 2016</b> Council to consider approving the minutes as a true and proper record.
4	<b>Public Questions</b> <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>
5	<b>Chair's remarks</b> <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
6	<b>Clerk's report</b> <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>

7	<p><b>Police, crime and anti-social behaviour update</b>  <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
8	<p><b>District and County Council updates</b>  <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
9	<p><b>Ball Park Sub-committee update</b>  <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i></p>
10	<p><b>Councillors' updates</b>  <i>Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.</i></p>
<p><b><u>Business Items - motions requiring written notice</u></b></p>	
11	<p><b>Finances</b></p> <p><b>A) Payments for approval</b>  Council to consider the following payments for approval:</p> <ul style="list-style-type: none"> <li>• £207.86– Clerk's Pay January 2016 – includes £10 for payroll.</li> <li>• £49.60 – HMRC for income tax</li> <li>• £161.81 – Glendale - Green space maintenance February 2016.</li> <li>• £191.85 – LALC Membership 2016/2017 Annual Fees</li> </ul> <p>Council to note that at the last meeting a mistake was made a cheque of £20, that should have been made payable to Mr J Richardson, was instead made out to a different name. Council to consider approval of a new cheque to Mr J Richardson of £20 for the 2015 Christmas tree.</p> <p>Council to note that before 31 March 2016 the Clerk will transfer £500 from the Parish Council's 'current' account to the Parish Council's 'reserve' account. The transfer will be made in line with the 2015/16 budget agreed at the January 2015 ordinary meeting of the Council.</p> <p><b>B) Bank balances and accounts reconciliation</b>  Council to review the Parish Council's bank balance and most recent accounts reconciliation summary – appendix A.</p> <p><b>C) Financial Projection</b>  Council to review the Parish Council's financial projection – appendix B.</p> <p><b>D) Purchase of Ball Park equipment</b>  Following a request from the Ball Park Sub-committee the Council will consider purchasing:</p> <ul style="list-style-type: none"> <li>• a leaf blower at a cost of £160; and,</li> </ul>

	<ul style="list-style-type: none"> <li>• a weed killer pump at a cost of £8.</li> </ul> <p><b>E) Grounds maintenance of Parish Council green space</b> Council to consider quotes for grounds maintenance of Parish Council green space in 2016-2017 – see appendix C.</p>
<b>12</b>	<p><b>Big Lottery Fund Grant</b> Council to review and consider the recommendation made by the Ball Park Sub-committee following their review of quotes on 22 February 2016 – appendix D.</p>
<b>13</b>	<p><b>Neighbourhood Plan</b> Council to receive an update about progress made so far and consider establishing an initial consultation event.</p>
<b>14</b>	<p><b>Bye Law</b> Council to review the progress made towards establishing bye laws and consider what to do next.</p>
	<p><b><u>Next Ordinary Meeting</u></b></p>
<b>15</b>	<p><b>Items for inclusion on the next agenda</b> <i>Councillors are requested to use this opportunity to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.</i></p>
<b>16</b>	<p><b>Date and time of next meeting</b> To confirm date and time of the next meeting, provisionally scheduled for Monday 4 April 2016, starting at 7:30pm.</p>