

Hemswell Cliff Parish Council


26 October 2015

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 2 November 2015, 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 Cllr Hann
	<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 meeting held on Monday 5 October 2015 Council to consider approving the minutes as a true and proper record.
4	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>
5	Chair's remarks <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
6	Clerk's report <i>For information only. An update from the Clerk about correspondence, outstanding actions and ongoing issues. Any items raised for decision</i>

	<i>will appear on the agenda for the next meeting.</i>
7	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>
8	District and County Council updates <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
9	Ball Park Sub-committee update <i>For information only. Any items raised for decision will appear on the agenda for the next meeting.</i>
10	Councillors' updates <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>
	<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"> • £287.47 – Clerk's Pay October 2015 • £57.40 - HMRC (Clerk's Pay October 2015) • £10 – T Clay for payroll October 2015 • £161.81 – Glendale (formerly Veolia) green space maintenance October 2015 • £18,300 – Bright Red Dot Foundation <p>B) Awards for All Grant The Ball Park Committee has asked that the Council consider approving an application to the <i>Big Lottery Fund: Awards for All</i> for a grant of £4,003.94.</p> <p>The funding will be used to make improvements to the area around the newly constructed Ball Park, namely:</p> <ul style="list-style-type: none"> • Grounds work; • Storage Container; • Wooden picnic tables, and; • Wooden benches. <p>It is anticipated that following the installation of the equipment there will be potential for a small annual maintenance cost. There is also scope for an increase in the insurance premium the Council pays, however the new equipment is likely to be covered under the existing policy.</p>

	<p>C) Bank balances and accounts reconciliation Council to review the Parish Council's bank balance and most recent accounts reconciliation summary – appendix A.</p> <p>D) Financial Projection Council to review the Parish Council's financial projection – appendix B.</p>
12	<p>2016-2017 Budget Proposal Council to note the draft budget proposal and consider the process for setting the 2016-2017 budget – appendix C.</p>
13	<p>Christmas Tree Council to receive an update about the costs of purchasing a Christmas tree and to consider purchasing one.</p>
14	<p>Wreath for Remembrance Day Council to consider purchasing a wreath for Remembrance Day.</p>
15	<p>Notice Board Posts Council to consider disposing of two notice board posts that are currently in storage and considered surplus to requirement.</p>
16	<p>Travellers on the Parish Council's Green Space Council to receive an update about the situation and consider what action the Parish Council should take next.</p> <p>Council to consider adopting an Illegal Encampment and Traveller Policy – appendix D. Council will also consider establishing a bye law prohibiting certain activity on Parish Council owned land.</p>
17	<p>Planning Council to review the draft response from the Parish Council to the Local Plan consultation.</p>
18	<p>Document and Records Management Policy Council to consider adopting a Document and Records Management Policy – appendix E.</p>
	<p><u>Next Ordinary Meeting</u></p>
19	<p>Items for inclusion on the next agenda <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>
20	<p>Date and time of next meeting To confirm date and time of the next meeting, provisionally scheduled for Monday 30 November 2015, starting at 7:30pm.</p>