

# Shimpling Parish Council

## Agenda for Parish Council Meeting

Monday 11<sup>th</sup> June 2016

**You are invited to attend a meeting of Shimpling Parish Council at 7.30pm at Shimpling Village Hall on Monday 11<sup>th</sup> July 2016.**

*The Council, members of the public and the press may record/film/photograph or broadcast the meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed etc in such a way should advise the Clerk who will instruct that they are not included in the recording.*

*Anyone (including councillors) wishing to record/film/photograph etc the proceedings is expected to make their intentions known to the Clerk before the start of the meeting so that the Clerk can determine whether there is anyone who does not wish to be filmed etc in such a way in accordance with the above provision.*

### **AGENDA**

- 1. To receive any apologies for absence.**
- 2. Declaration of Members' Interest(s):**
  - a. To receive disclosure of pecuniary and non-pecuniary interest including gifts of hospitality in excess of £25
  - b. To consider requests for dispensation for the agenda item(s) under discussion
- 3. Minutes of the last Meeting:** to sign the Minutes of the last Parish Council Meetings of 31<sup>st</sup> May and 1<sup>st</sup> July 2016 as a true and accurate record.

### **Public Participation Session**

*This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes (3 minutes per person) unless extended with prior permission of the Chair. Members of the public are reminded that the Council may not in law discuss or make any decision on a matter which is not on the present agenda. Issues outside the scope of the current agenda may however - where appropriate - be considered for the agenda of a future meeting. Whilst the Chair and Clerk prepare the meeting agendas, the Clerk has the final discretion in law as to what is contained on the agenda for a meeting.*

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#### 4. Chair's report:

- a. Village Hall lease renewal: to agree the source of funds for renewal of the lease
- b. Village Hall rear door - for information only - update on the progress of fixing the rear door
- c. Membership of LCPAS: to decide whether the Council ought to become a full member of LCPAS (Local Council Public Advisory Service)

#### 5. District Councillor's Report

#### 6. County Councillor's Report

#### 7. Clerk's Financial Report:

- a. **To receive monthly and quarterly Financial Report and Cashbook statements and related documentation**, to approve the monthly bank reconciliation(s) for 2016/17 thus far and sign all necessary documentation, cheques and stubs, invoices, bank statements etc.
- b. **To consider the following items awaiting authorisation:**
  - i. Ace Fire – fire equipment check in VH - £97.08 (of which £16.18 VAT)
  - ii. C G Warner – balance of playground fencing under s106 - £4,333.00
  - iii. Lark Valley Landscapes Ltd – grass cutting etc - £334.20 (of which £55.70 VAT)
  - iv. SALC – 'Arnold-Baker on Local Council Administration' £73.60 (no VAT)
  - v. J O'Reilly-Turner – Clerk expenses March – June - £45.48 (of which £3.33 VAT)
  - vi. Confirmation of other expenditure 2016/17 thus far
  - vii. Any other authorised invoices / matters coming forth
  - viii. Acceptance of Clerk's timesheets for May and June 2016
- c. **To receive a quarterly report from the Clerk on the current expenditure etc as against budget.**
- d. **To receive a quarterly report from the Clerk on the fulfilment of the requirements of the finance Internal Control policy and Financial Risk Assessment as adopted at the Annual Meeting of the Parish Council on Monday 23<sup>rd</sup> May 2016**

#### 8. Clerk's Report (general):

- a. Playground Report - for information only - issue about replacement of gate hinges
- b. Police report - for information only

- c. Countryside Access Consultation – to call for volunteers to help complete the Parish Council response
- d. For information only: application for funds available to assist with compliance with Transparency Code

#### **9. Correspondence received:**

- a. For information only: Parking on/near playground – Clerk to update Council on response provided
- b. Ongoing potholes and condition of road surfaces – to determine whether (and in what form) Parish Council intervention is required

#### **10.Co-option Process (two vacancies):**

- a. Presentations and questions by candidates
- b. Ballot amongst Parish Councillors present: Councillors vote for two candidates
- c. Declaration of Acceptance of Office for those co-opted: Councillors may resolve to accept receipt of the DAOs at a later date
- d. For information only: Clerk to provide information and documentation to new Councillors

#### **11.Planning**

- a. Election of Vice-Chair to lead Planning discussions
- b. B/16/00750 – Barn and Lane to north-west side of Gent's Lane – determination of formal Parish Council response to planning application
- c. For information only: update on issue of installation by BT of poles on Gent's Lane

*Jenny O'Reilly-Turner*

**Clerk and Proper Officer to Shimpling Parish Council**

**Wednesday 6th July 2016**

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