

Herongate and Ingrave Parish Council



Clerk to the Council:
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Members of the Council are hereby summoned to attend the ANNUAL PARISH COUNCIL MEETING of Herongate and Ingrave at St. Nicholas Church Hall, Ingrave, Tuesday, 22nd May 2012 at 7.30pm for the purpose of transacting the following business.

Theresa Grainger

Signed
Theresa Grainger
Clerk to Herongate and Ingrave Parish Council

16th May 2012

The Press and Public are also cordially invited to attend this meeting.

AGENDA

- 12/13.017 To elect a Chairman
- 12/13.018 To receive the Chairman's Declaration of Acceptance of Office
- 12/13.019 To elect a Vice Chairman
- 12/13.020 Apologies for Absence
- 12/13.021 To adopt paragraph 12.2 of the Code of Conduct contained in the Local Authorities (Model Code of Conduct)
Councillors with a prejudicial interest in relation to any item of business being transacted at a meeting may (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted but must, thereafter, leave the room provided that members of the public are permitted to (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted.
- 12/13.022 Public participation session with respect to items on the agenda and other matters that are of mutual interest
- 12/13.023 Minutes
Acceptance of the Minutes of the Meeting held on 25th April 2012.
- 12/13.024 Progress report from the Clerk
- 12/13.025 Finance
 - (a) To approve list of cheques signed since the last meeting.
 - (b) To approve and sign cheques at this meeting.
 - (c) To approve accounts for May 2012.

- (d) To retrospectively approve cost of:
 - grit bins – Brentwood Borough Council – Cheque 605 - £714.01
 - professional advice for 9 Donovans Gardens – SJK Planning – Cheque 609 - £250.00

- 12/13.026 To approve the Annual Return for the year ending 31st March 2012**
- 12/13.027 To review the draft Internal Audit Report**
- 12/13.028 Herongate & Ingrave Museum**
Cllr S. Murphy to request support from the Parish Council to pay the water rates for the Museum of £100.17 for the year 2012-2013.
- 12/13.029 Sunday Bus Service**
Council to consider paying the balance of £1,000 to Brentwood Community Bus Service.
- 12/13.032 Planning**
To receive a list of applications received since the last meeting and review progress of previous applications.
- 12/13.033 Correspondence**
Members to review the list of General Correspondence received by the Clerk.
- 12/13.034 Reports from Councillors**
- 12/13.035 Items from Councillors to be added to the next Agenda**
- 12/13.036 The next meeting will be held on Wednesday, 27th June 2012 at St. Andrews Methodist Church Hall, Herongate commencing 7.15pm.-**
- 12/13.037 Exclusion of the Public**
Council to approve, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the business to be transacted, the press and public be excluded from the meeting during discussions relating to personnel matters.