

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, 28th May 2013 at 8.00pm for the purpose of transacting the following business.

Theresa Grainger

Signed
Theresa Grainger
Clerk to Herongate and Ingrave Parish Council

23rd May 2013

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

AGENDA

- 13/14.016 To elect a Chairman
- 13/14.017 To receive the Chairman's Declaration of Acceptance of Office
- 13/14.018 To elect a Vice Chairman
- 13/14.019 Apologies for Absence
- 13/14.020 Public participation session with respect to items on the agenda and other matters that are of mutual interest
- 13/14.021 Co-option of New Councillor
Members to agree the co-option of Mr. Paul Hawkins
- 13/14.022 To receive Members' declarations of interest in items on the agenda.
- 13/14.023 Minutes
Acceptance of the Minutes of the Meeting held on 24th April 2013.
- 13/14.024 Progress report from the Clerk
- 13/14.025 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 2013.
 - (d) To approve VAT Return.
 - (e) To approve the investment of a further £10,000.

- 13/14.026 Annual Return**
(a) To approve the Annual Return for the year ending 31st March 2013.
(b) To approve the appointment of Maurice Howard CPFA as Internal Auditor for 2013/2014.
- 13/14.027 Internal Audit Report for the year 2012/2013**
To review the final Internal Audit Report.
- 13/14.028 Councillor Expenses**
To consider the current position of Councillor expenses.
- 13/14.029 Charitable Donations**
To consider charitable donations for 2013/2014
- 13/14.030 Highways Issues**
To review the issue of pot holes and response received from ECC.
- 13/14.031 Billericay Road**
To discuss the progress of improvements to Billericay Road.
- 13/14.032 Billericay Road School Bus Service**
To discuss the progress of implementing a school bus service along the Billericay Road.
- 13/14.033 Litter Bins**
(a) Council to agree the position of the two new bins.
(b) Council to agree the cost of installation of the litter bins at £99.75 plus VAT per bin.
Work to be undertaken by Brentwood Borough Council.
- 13/14.034 Autumn Pageant**
To discuss the possibility of an Autumn Pageant.
- 13/14.035 Crime and Disorder**
Council to discuss any issues within the villages since the last meeting.
- 13/14.036 Planning**
Council to agree a list of applications received and determined during May.
- 13/14.037 Correspondence**
Members to review the list of General Correspondence received by the Clerk.
- 13/14.038 Training**
Councillors to consider their training needs from the EALC schedule for 2013 previously circulated.
- 13/14.039 Reports from Councillors**
- 13/14.040 Items from Councillors to be added to the next Agenda**
- 13/14.041 The next meeting will be held on Wednesday, 26th June 2013 at St. Andrews Methodist Church Hall, Herongate commencing 7.15pm.-**