

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, 27th May 2014 at 8.00pm for the purpose of transacting the following business.

Theresa Grainger

Signed
Theresa Grainger
Clerk to Herongate and Ingrave Parish Council

22nd May 2014

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

AGENDA

- 14/15.025 To elect a Chairman
- 14/15.026 To receive the Chairman's Declaration of Acceptance of Office
- 14/15.027 To elect a Vice Chairman
- 14/15.028 Apologies for Absence
- 14/15.029 Public participation session with respect to items on the agenda and other matters that are of mutual interest
- 14/15.030 To receive Members' declarations of interest in items on the agenda.
- 14/15.031 Minutes
Acceptance of the Minutes of the Meeting held on 28th April 2014.
- 14/15.032 Progress report from the Clerk
- 14/15.033 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 2014.
 - (d) To report the VAT Return of £535.57.
- 14/15.034 Asset Register
Members to approve the Asset Register for 2013/2014

- 14/15.035 Insurance**
Members to agree to continue with the Aviva policy through Came & Co. for a 3 year term from 2014 at the reduced cost of £634.00 p.a. This policy will not include the Museum.
- 14/15.036 Internal Audit Report for the year 2013/2014**
(a) To review the final Internal Audit Report.
(b) To approve the appointment of Maurice Howard CPFA as Internal Auditor for 2014/2015.
- 14/15.037 Adoption of Documents**
As agreed at the Parish Council Meeting on 25th March 2014 the following documents are adopted:
Standing Orders, Financial Regulations and Risk Assessment Plan
- 14/15.038 Website**
Cllr N. Amor has requested that Councillors consider the cost of approximately £50.00 for the creation of an additional test web site in order that he may completely redesign the Parish Council website.
- 14/15.039 Replacement of wooden posts around the grass area outside the Green Man Pub**
Members to approve Cut Above to replace the wooden posts around the grass area outside the Green Man Pub – up to 60 in number at a cost of £7.00 per post installed.
- 14/15.040 Charitable Donations**
To consider charitable donations for 2014/2015
- 14/15.041 School Lane**
Cllr K. Pegram to report on her meeting with Highways
- 14/15.042 Herongate and Ingrave Bus Shelters**
To update on the position of the Borough and financing.
- 14/15.043 Crime and Disorder**
Councillors to discuss any issues within the villages since the last meeting.
- 14/15.044 Planning**
Council to agree a list of applications received and determined during May.
- 14/15.045 Correspondence**
Members to review the list of General Correspondence received by the Clerk.
- 14/15.046 Training**
Councillors to consider their training needs from the EALC schedule for 2014 previously circulated.
- 14/15.047 Reports from Councillors**
- 14/15.048 Items from Councillors to be added to the next Agenda**
- 14/15.049 The next meeting will be held on Monday, 23rd June 2014 at St. Andrews Methodist Church Hall, Herongate commencing 7.15pm.**

14/15.050 Exclusion to the Public

Council to approve, pursuant to section 1(2) of the Public Bodies (Admissions to meetings) 1960 that due to the confidential nature of the business to be transacted the press and Public be excluded from discussions relating to personnel matters.

14/15.051 Review of Clerk's Hours