

HINTON PARISH COUNCIL

NOTICE OF MEETING

You are hereby summoned to attend the **Annual Council meeting of Hinton Parish Council**, which will be held on **Tuesday 15th May 2018**, in the Parish Room, St Andrews Church, commencing at **7.00pm**. Please find the agenda set out below

Lesley Yeomans
Clerk to the Council

OPEN FORUM -

Opportunity for members of the public to raise issues with the Council. (2 mins Max. pp, no more than 15 mins total) Once the meeting has been opened, no further comment may be taken with out the agreement of the Chairman.

AGENDA

1.	Election of Chair – To receive nominations and elect the Chair of the Council To accept the declaration of office for the Chair.
2.	Election of vice Chair- To receive nominations and elect the Vice Chair of the Council To accept the declaration of office for the Vice Chair
3.	Apologies & Absence- To receive apologies and note absence
4.	Declarations of interest. To receive declarations from Councillors, any DPI 's (disclosable pecuniary interest or simply an interest termed a personal interest in the Code the Council adopted) relating to any items on the agenda for 15 th May 2018
5.	District & County Councillors report- To receive a report from the District & County Councillors if in attendance.
6.	Minutes of the last meeting To confirm and sign the minutes of the meeting held on Tuesday April 18 th 2018 (distributed by email & hand).
7.	Committee Meetings -To note the minutes from the Finance & Planning Committees Cllrs to note the minutes
8.	Matters Pending- None to date
9.	Representatives & Committee Members- To appoint members to various Committees & Organisations- See attached list
10.	Invoices to be paid- To pay R Griffiths £50.00 This invoice arrived after the Finance meeting. To consider the payment
11.	Hinton Parish Council Accounts 2017/2018 A) To approve Section 1 – Accounting Statements for Hinton Parish Council – Chairman to sign form Ref LY18. B) To note the annual accounts and accounting statement (Section 2) to 31st March 2018 C) To note the report from the Internal Auditor (Peter Newman)

12.	<p>Council working documents To confirm that the following documents are still fit for purpose (copies attached) Asset Register – Up to date Financial Regulations – Up to date Standing Orders – Highlighted changes to be agreed - Risk Management Policy- All up to date Bully, Complaints etc All up to date.</p> <p>To note these documents have recently been updated and are adequate for the new year. Apart from the Standing Orders, and the GDPR the clerk has not been informed of any new legislation.</p> <p>To note and agree the above.</p>
13.	<p>L & R Committee- 1) To consider dissolving the L & R committee 2) To nominate a Park Officer to liaise with the Clerk 3) To consider having an ongoing item on agenda as Park Report or similar 4) To increase emergency expenditure from £500.00 to £1000.00. (to amend FR if agreed)</p>
14.	<p>Burger van-The gentleman who purchased the refreshment van from the previous owner has asked if he can pitch in the same place (Half-moon). To consider the above and ground rent fee.</p>
15.	<p>Composting bays- An allotment holder has been looking into composting bays at each end of Sanigar allotments. These would be made out of sleepers. The quotes are as follows. B Thomas £6216.00 Redwell construction £8638.92 Homecall Building solutions £8420.00 To discuss and consider the above-</p>
16.	<p>Deliveries at the Shop- Jas has had deliveries refused as they cannot park outside the shop. Jas would like a 'loading area' marked out, so people will not park on delivery days. After delivery has been made, people can park in that area. A sign can be erected informing people of lading times. To consider the above</p>
17.	<p>FOIA – Clerk to update Cllrs on recent activity.</p>
18.	<p>Clerks Report- Correspondence, emails etc.</p>
19.	<p>Councillors Report - A brief report from Cllrs to bring members up to date on Parish matters since the last meeting. No decisions can be made under this heading but can be an agenda item for the next meeting.</p>
20.	<p>Date of next meetings- To note the dates for the first committee meetings after this evening- May 22nd 7.00pm Annual Parish Meeting- Sharpness. 7-8 pm</p> <p>Planning & Finance June 5th 2018</p> <p>To note the dates for Full Council meetings for the year ahead (currently the council meets on the 3rd Tuesday of the month except in December when there is no meeting of full Council unless really necessary.) Next Full meeting 19th June 2018</p>