

HAIL WESTON PARISH COUNCIL

Chairman: Mr. Nick Farnden

Clerk: Mrs. Sheila Penton
32, High Street
Southoe
Cambs. PE19 5YE
Tel: 01480 473134

To Members of the Council:

You are hereby summoned to attend the Annual Meeting of the Parish Council (AGM) in Hail Weston Village Hall on Tuesday 18th May 2010 at 8.00pm to deal with the following business:-

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ADDRESS THE COUNCIL AT ITS OPEN FORUM.

AGENDA

100518-1_{AGM} ELECTION of CHAIRMAN

100518-2_{AGM} Chairman signs Declaration of Acceptance of Office Form (even if it's the same Chairman)

100518-3_{AGM} APOLOGIES

100518-4_{AGM} ELECTION of VICE CHAIRMAN

100518-5_{AGM} APPOINT REPRESENTATIVE for VILLAGE HALL MANAGEMENT COMMITTEE

100518-6_{AGM} APPOINT 3 PLANNING COMMITTEE MEMBERS to serve with the Chairman or, in his absence, the Vice Chairman.

100518-7_{AGM} TO APPROVE and SIGN the MINUTES of the General Meeting held on March 16th Planning Minutes of 15th April and Minutes of Extraordinary General Meeting of 4th May.

100518-8_{AGM} MATTERS ARISING

100518-9_{AGM} MEMBERS' DECLARATION of INTEREST for items on the agenda

100518-10_{AGM} OPEN FORUM – for all members of the public present including District and County Councillors.

100518-11_{AGM} CHURCH – Letter from Parochial Church Council appealing for donation towards insurance costs.

100518-12_{AGM} PLAYING FIELD UPDATE

100518-13_{AGM} FORD END FOOTBRIDGE including letter of complaint.

100518-14_{AGM} VILLAGE HALL

100518-15_{AGM} POLICING MATTERS

100518-16_{AGM} UPDATE REGISTER of INTERESTS

100518-17_{AGM} REVIEW of INSURANCE prior to renewal on 1st June including recent additions for new playing field equipment.

- (i) To be considered in conjunction with ASSETS REGISTER VALUES and RISK MANAGEMENT POLICY.**
- (ii) Assets Register values to be put back to original cost for Annual Return purposes, and not inflated along with insured values, as per instruction from CPALC.**

100518-18_{AGM} REVIEW THE FOLLOWING:-

- Standing Orders** – last reviewed on 20th May 2008 when it was agreed to leave them as they stand.
- Financial Regulations** – last reviewed in October 2009 and amendments adopted on 24th November 2009.
- Equal Opportunity Policy**
- Risk Management**
- Health & Safety Policy**

100518-19_{AGM} RENTS:-

- (i) **Allotments - Currently £15 per full plot to be collected at start of year i.e. October – not changed last year.**
- (ii) **Playing Field currently £5 for residents and £10 for non-residents**

100518-20_{AGM} CEMETERY UPDATE

100518-21_{AGM} COUNCILLOR RESPONSIBILITIES

- (i)a. Highways and Environment
- b. Council-controlled Open Spaces
- c. Communications including web site, publicity and Newsletter
- d. Liaison with other Authorities
- e. Financial Reviewer

(ii) Any changes in allocation of responsibilities

100518-22_{AGM} FINANCE

- a. Approval of Accounts for year ended 31st March 2010.
- b. Acceptance of Annual Return if Accounts approved.
- c. Approval of Finance Reports including Accounts for Payment
- d. CPALC Affiliation Fee – due 30th June.
- e. Internet Banking
- f. Other Finance Matters

100518-23_{AGM} CORRESPONDENCE (List to follow)

100518-24_{AGM} ANY OTHER BUSINESS

**100518-25_{AGM} DATE of NEXT GENERAL MEETINGS (All on Tuesdays)
Including approval to change September meeting from 21st to 14th.**

JUNE 15th

JULY 20th

SEPTEMBER 14th (approval sought to change September meeting from 21st to 14th)

OCTOBER 19th

NOVEMBER 16th

Signed.....*S. Penton*.....
Parish Clerk – 10th May 2010