

HAIL WESTON PARISH COUNCIL

CHAIRMAN – Mr. Nick Farnden

CLERK - Mrs. Sheila Penton, 32 High Street, Southoe, PE19 5YE – Tel. 01480 473134

To Members of the Council:-

You are hereby summoned to attend a General Meeting of the Parish Council in Hail Weston Village Hall on Tuesday 16th March 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

100316-1 APOLOGIES

100316-2 MEMBERS' DECLARATION of INTEREST for items on the agenda

100316-3 TO APPROVE and SIGN MINUTES of the General Meeting of the Parish Council held on Tuesday 16th February 2010.

100316-4 OPEN FORUM – for all members of the public and press present including District and County Councillors

100316-5 MATTERS ARISING

Adoption of revised General Health and Safety Policy prepared by **SB** and distributed to all.

100316-6 DI SALTER'S SICKNESS LEAVE – Review of long-term absence.

100316-7 PLANNING

Enforcement Cases Update

100316-8 PARISH ASSEMBLY

100316-9 VILLAGE HALL

100316-10 PLAY AREA including:-

- (i) Transaction Report from commencement of project.
- (ii) RoSPA Safety Inspection for Playing Field. Authorisation required for Post Installation Inspection to be carried out at a cost of £395 + VAT. Date to be agreed with **BE**.

100316-11 PLAYING FIELD INSURANCE – So far £25,000 has been added for new play equipment and installation. But invoices just received amount to £29,306 ex. VAT.

100316-12 DEED of DEDICATION for Playing Field – Draft Agreement distributed prior to meeting.

100316-13 CEMETERY including Transaction Report from commencement of project.

100316-14 PAINTING of POST BOX next to telephone box (no. PE19 5JW -130)

100316-15 COUNCILLOR RESPONSIBILITY REPORTS

a. Highways & Environment

b. Council controlled open spaces

- (i) Allotments Dispute –Allotment Disputes Committee's response to letter from a tenant distributed to all prior to meeting.
- (ii) Village Notice Board
- (iii) Village Grass Cutting contribution from Cambs. CC is to remain the same as last year - £301.35

c. Communications

- (iv) Newsletter
- (v) Web Site – Domain renewal and hosting package renewal

d. Liaison with other Authorities

100316-16 FINANCE

- (i) Finance Reports and Accounts for Payment including:-
 - a. Account Balances

- b. General Transaction Report
 - c. Separate Transaction Reports for Playing Field & Cemetery from the commencement of each project.
- (ii) Internal Auditor, Gerald Whitfield, is relinquishing his audit post at Bedford, but is still willing to continue carrying out our Audit. This will entail mileage costs for collecting relevant documents – either for myself to deliver and collect or for him to come to me. He lives in Haddenham.
 - (iii) Forecast of year end position - 2009/10
 - (iv) Annual Review of Clerk's Salary
 - (v) Other Finance – PC to install SAGE on SP's computer – PC to be reimbursed with cost of package.

100316-17 CORRESPONDENCE (List to follow)

100316-18 ANY OTHER BUSINESS

100316-19 DATES of NEXT MEETINGS:-

April 20th (Parish Assembly)

May 18th (AGM)

June 15th

July 20th

September 21st

October 19th

November 16th

Signed:- S. Penton

Sheila Penton – Parish Clerk, March 2010