PUBLIC NOTICE

**Parish Councillors are hereby summoned to attend**

**Haughton Parish Council Meeting**

**To be held at Haughton Village Hall on Monday 26th February 2018 at 7pm**

**THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT**

But please note that they may be excluded from any item the Council decide should be treated as confidential.

Issued 16.02.18 John Blount (Clerk/RFO)

**Public Open Forum -** Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting a maximum of 10 minutes.

1. To receive apologies and accept and record any reasons for absences
2. To receive any Declarations of Interest in the following agenda
3. To receive and confirm the minutes of the meeting held on 22nd January 2018
4. To receive any reports from Borough, County Councillors and PCSO
5. To consider planning matters, including planning decisions, notifications of appeals.

App 17/26258/FUL School House, Newport Road. Appeal.

1. To discuss Highways, footpaths issues including those requiring reporting.

CPI bid.

Use of strimmer and personal protective equipment, risk assessments and guidance for volunteers.

1. To consider matters of finance including:
2. Accounts for approval

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| --- | --- | --- | --- |
| **Description** | **Net** | **VAT** | **Gross** |
| Salaries and expenses | 1782.85 | 235.03 | 2017.88 |
| HMRC | 158.20 | 0 | 158.20 |
| Petty Cash supplement | 18.00 | 0 | 18.00 |
| SPCA, training | 20.00 | 0 | 20.00 |
| JRB enterprise Ltd. Dog gloves | 241.50 | 48.30 | 289.80 |

1. Financial statements
2. To consider Village hall grant.
3. Removal of bank correspondent link
4. To receive the Clerk’s report
5. To receive report from Councillors on Park and football pitch
6. To consider contract issues and letting arrangements for football pitch
7. To consider options for Civic Amenity visits in 2018/19
8. To consider joint letter and attendance at collaboration group meeting on Thursday 22nd March at 7.30pm at Gnosall.
9. To receive reports from Councillors on:
10. Dale Common/Allimore Green.
11. Village Hall
12. War Memorial Project - listing
13. Best Kept Village Competition (Including Clerk’s report)
14. To consider the following BKV matters
15. To consider providing ink, paper and lamination pouches to a volunteer to produce the BKV entry pack within the £145 budget.
16. To authorise Clerk to write to sponsors asking for financial support.
17. To consider funding BKV Launch Meeting in Village Hall
18. To consider delegating purchase of spring plans, compost, weedkiller and fertiliser to the Clerk within total £400 spring budget and following recommendation by BKV lead who will demonstrate good value.
19. To consider delegating the purchase of replacement high viz jackets ,tabards, gloves, brushes and shovels to the Clerk within the total £400 spring budget and following recommendation by BKV lead who will demonstrate good value.
20. To agree arrangements for notice boards and sponsor's plaques to be cleaned and placed in the flower beds where any necessary permissions have been obtained.
21. To agree siting, content, purchase and production of B.K.V.notices.
22. To agree siting, content, purchase and production of dog fouling notices.
23. To agree the arrangements for volunteer litter picks and tidy up sessions.
24. To agree arrangements for contact with all the various organisations in the village to ensure their continuing cooperation.
25. To agree arrangements for the Children’s Poster and Poetry Competition, including display, within the £150 budget.
26. To agree arrangements for the cheese and wine presentation evening held to thank all the villagers and sponsors who contributed to 2018 B.K.V - within £150 budget.
27. To agree arrangements for the annual Haughton Village small and large garden and also the hanging basket competition within the £140 budget.
28. To consider future support for St. Gile’s Church
29. To arrange a survey of Council owned property to draw up a schedule of work.
30. To consider uses for phone box.
31. To consider Parish Newsletter.
32. To progress issues from Haughton Academy visit.
33. To consider, in principle, a service level agreement with the County Council to provide a Data Protection Officer under the General Data Protection Regulations.
34. To consider revising Financial Regulation 6.21 by increasing the petty cash level from £50 to £150
35. To consider asking the standards working group to convene to review all standards and regulations.

**To exclude members of the press and public from items 23, 24 and 25 below whilst confidential information is discussed**

1. To approve the Minutes of the Personnel Committee meeting on 19th February 2018.
2. To appoint new clerk/RFO.
3. To agree salary, start date, handover and induction arrangements for new clerk/RFO.
4. To receive Chairman’s Announcements
5. Correspondence.
6. To request any future agenda items
7. To confirm the date of the next meeting: Monday 26th March 7.30pm Village Hall
8. Meeting Close

**RECORDING OF PARISH COUNCIL MEETINGS**Before the meeting begins, Cllrs are asked to note the provisions of the Filming of Meetings (ref “*The Openness of Local Government Bodies Regulations 2014*”)It is now permitted for meetings to be recorded or filmed without prior permission being sought apart from confidential business. I would, therefore, remind members that they should avoid saying anything which could be slanderous. I would also point out that while the council and its officers may be filmed or recorded, that does not apply to filming or recording of members of the public for their permission must be sought first. Any filming or recording must not be disruptive to the business of the meeting**.**