

# PUBLIC NOTICE

Parish Councillors are hereby summoned to attend

## Houghton Parish Council Meeting

To be held at Houghton Village Hall on Monday 26<sup>th</sup> March 2018 at 7.30pm

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### 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 16.03.18

*Mrs. S. Atkins*

(Clerk/RFO)

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**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 26<sup>th</sup> February 2018
4. To receive any reports from Borough, County Councillors and PCSO
5. To consider planning matters, including planning decisions, notifications of appeals.

App 18/28146/HOU Single storey rear extension to 48 Moat House Drive Houghton.

6. To discuss Highways, footpaths issues including those requiring reporting.
7. To consider matters of finance including:

a) Accounts for approval

Description	Net	VAT	Gross
Salaries and expenses	705.54	16.43	721.97
HMRC	102.40		102.40
Petty Cash supplement and £50 increase	59.59	2.13	61.72
Consultant fees and expenses	141.99		141.99
SPCA subscription	286.00	0	286.00
SPCA Training for new clerk	40.00		40.00
Houghton Village Hall	46.00		46.00

A To receive Financial statements

B To approve new bank mandates.

8. To receive the Clerk's report
9. To receive report from Councillors on Park and football pitch
10. To consider contract issues and letting arrangements for football pitch
11. To consider zip wire matting issue.
12. To receive reports from Councillors on:
  - a) Dale Common/Allimore Green.
  - b) Village Hall

- c) Collaboration Group meeting.
- d) Best Kept Village Competition

- 13. To consider future support for St. Gile's Church
- 14. To arrange a survey of Council owned property to draw up a schedule of work.
- 15. To consider employing contractor to wash down benches and play equipment on the playing field.
- 16. To consider uses for phone box.
- 17. To consider Parish Newsletter.
- 18. To consider a submission to the Committee on Standards in Public Life.
- 19. To consider training opportunity for Councillors.
- 20. To consider arrangements to comply with the General Data Protection Regulations.

**To exclude members of the press and public from items 18 and 19 below whilst confidential information is discussed**

- 21. To agree clerk's contract and job description.
- 22. To consider further arrangements for Clerical support.
- 23. To receive Chairman's Announcements
- 24. Correspondence.
- 25. To request any future agenda items
- 26. To confirm the date of the next meeting: Monday 23<sup>rd</sup> April 7.30pm Village Hall
- 27. 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.