PUBLIC NOTICE

**Parish Councillors are hereby summoned to attend**

**Haughton Annual Meeting of the Parish Council**

**To be held at Haughton Village Hall On Monday 22nd May 2017 at 7.30pm**

**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 12.05.17 Lisa Horritt (Clerk/RFO)

**Public Open Forum (10 minutes max)**

1. To elect a Chairman and receive signed Declaration of Acceptance of Office
2. To elect a Vice-Chairman and a Treasurer
3. To receive apologies and accept and record any reasons for absences
4. To elect representatives to other bodies
5. To appoint Members to existing Committees
6. To receive any Declarations of Interest in the following agenda
7. To receive and confirm the minutes of the meeting held on 24th April 2017
8. To receive any reports from Borough and County Councillors
9. To consider planning matters, including planning decisions, notifications of appeals and the following applications:  
   17/26258/FUL – School House, Newport Road – 2 storey side extension, single storey garage extension and retention of change of use of land at rear as garden.
10. To discuss Highways, footpaths issues including those requiring reporting  
    -including: Grassy Lane Brook Strategy  
    :Walton Homes update  
    : Community Paths Initiative – bid for strimmer
11. To discuss Dale Common site visit and actions required in relation to the ditch
12. To receive the report from the policy and resource committee in relation to the review and adoption of:
13. Standing orders
14. Financial regulations
15. Risk assessment
16. Payroll procedure
17. Complaints procedure
18. Document retention policy
19. Freedom of information
20. To discuss matters of finance including:
21. Accounts for approval including annual insurance
22. Financial statements
23. Bank Reconciliation
24. To approve Annual Governance Report 2016/17
25. To approve Annual Statement of Accounts 2016/17
26. To approve additional repairs to zip wire
27. To discuss use of delegated powers by the Clerk and spending powers within budget headings
28. To receive the Clerk’s report including correspondence

1. To receive reports from Councillors on:
2. General Maintenance
3. Park and football pitch – including Tesco grant update
4. Best Kept Village Competition
5. Village Hall
6. War Memorial Project – listing the memorial
7. To receive Chairman’s Announcements
8. To request any future agenda items
9. To confirm the date of the next meeting: 26th June 2017 – To confirm meeting Weds 26th July – location of Church or Village Hall.
10. 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**.**