

East Halton Parish Council

TO: ALL MEMBERS OF THE COUNCIL

You are hereby summoned to attend the Annual Parish Council Meeting of East Halton Parish Council to be held in the Village Hall, East Halton on Friday 6th May 2016 at 7.40 pm.

Please notify the Chairman or Clerk to the Council if you are unable to attend.

KJ Peers

Clerk to the Council – 02.05.16

Please note that the Council has a formal, adopted policy for the recording of meetings. This is available from the Parish Clerk and anyone wishing to record the meetings must inform the Chairman and/or Clerk prior to the commencement of the meeting that they are going to do so.

Agenda

16.16 ***Election of Chairman for year***

16.17 ***To receive any apologies for absence***

16.18 ***Declarations of Interest***

(a) To record declarations of interest from members on items appearing on the agenda. Members should identify the agenda item and type of interesting being declared

(b) Dispensations – to note any dispensations given to any member of the Council in respect of an agenda item listed below

16.19 ***Election of Vice-Chairman for year***

16.20 ***Election of Committees, Committee Chairmen and Terms of Reference:***

To agree members to serve on following committees and agree Terms of Reference:

Personnel Committee

Any other committees to be elected

16.21 ***Election of Representatives onto outside bodies:***

To agree representatives to serve on following outside bodies:

Town and Parish Liaison Committee with N Lincs

Police Authority Committees/Liaison Groups

ERNLLCA District Committee

Any other outside bodies

16.22 ***Annual Governance Review***

To consider, review and agree and amendments/updates to the following:

Standing Orders

Financial Regulations

Publication of Information Statement and compliance

Asset Register

Insurance

Risk Management procedures inc risk assessments

Cemetery regulations and annual fees

Over....

East Halton Annual Parish Council Meeting – May 2016

Contracts – any contracts for maintenance/service provision
Registers of Interests
Personnel Management – inc staff contracts and governance documents
To review situation re any casual vacancies if appropriate

16.23 **Chairman's Announcements**

Public Participation Session

There will be a public participation session at this point in the meeting.

16.24 To approve minutes of previous meetings held in March 2016

16.25 **Police Report**

To receive any policing issues

16.26 **Correspondence**

To receive any other correspondence for information only.

16.27 **Highways and Transport**

- (a) To note response received from N Lincs re fly tipping and agree any actions
- (b) To receive notice of any issues and receive update on previous issues raised
And other issues from Clerk for information only

16.28 **Planning**

To consider the following planning applications and agree comments:

To receive and consider information re the de-commissioning of Killingholme
Power Station and agree any comments/observations

16.29 **Parish Matters**

- (a) To receive update from Clerk on website and agree any actions
- (b) To receive update on application to N. Lincs for funding for celebratory event
- (c) To receive update on publication and circulation of a village Newsletter and agree any
actions

16.30 **Future Dates**

Next Parish Council Meeting – Friday 3rd June 2016

16.31 **Reports**

To receive the following reports:
Village Hall Committee Meeting – 19.04.16
Any other reports

16.32 **Finance**

- (a) To approve payments and receipts as per list circulated
- (b) To receive internal audit report and agree any necessary actions

Over....

East Halton Annual Parish Council Meeting – May 2016

- (c) To receive notification of dates for external audit and agree action
- (b) To receive update on new bank mandate and agree necessary actions

16.33 **To consider exclusion of press and public**

To consider exemption of press and public for remainder of meeting under Public Bodies Admissions to Meetings Act 1960 (Section 1 (2)) on the grounds that discussion of the following business is likely to disclose confidential information

16.34 **To approve salary payments**

To approve salary payments as per timesheet received.

Kjn/02.05.16