

**TO: ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend a Meeting of East Halton Parish Council to be held in the Village Hall, East Halton on Friday 5<sup>th</sup> May 2017 at 7.30 pm.

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

*K.J Peers*

Clerk to the Council – 28.04.17

*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**

**17.15 Election of Chairman for year**

**17.16 To receive any apologies for absence**

**16.17 Declarations of Interest**

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

**17.19 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

**17.20 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

**17.21 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

Contracts – any contracts for maintenance/service provision

Registers of Interests

Personnel Management

To review situation re any casual vacancies if appropriate

**17.22 Chairman's Announcements**

*/over...*

**Public Participation Session**

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

**17.23 To approve minutes of previous meetings held in April 2017**

To approve the minutes of the previous meeting

**17.24 Police Report**

To receive policing group report

**17.25 Correspondence**

(a) To receive any correspondence for information only

**17.26 Highways and Transport**

(a) To receive notice of any issues and receive update on previous issues raised  
And agree any necessary actions

**17.27 Planning**

To consider the following planning applications and agree comments:

None to date of meeting

**17.28 Parish Matters**

- (a) To receive update of provision of further play equipment for the play area and agree any necessary  
Actions
- (b) To consider any progress with issue of lights on Village Green

**17.29 Future Dates**

Next Parish Council Meeting – Friday 2<sup>nd</sup> May 2017

**17.30 Reports**

To receive the following reports:  
Village Hall Committee Meeting  
Ward Cllrs. Report if present  
Any other reports

**17.31 Finance**

- (a) To approve payments and receipts as per list circulated
- (b) To receive and approve year end accounts and account reconciliation for fy 16/17
- (c) To receive internal audit report for fy 16/17 from Internal Auditor and agree any necessary  
Actions
- (d) To agree completion of Annual Return and agree necessary actions

**17.32 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

**17.33      To approve salary payments**

- (a) To approve salary payments as per timesheet received.