

SILK WILLOUGHBY PARISH COUNCIL

Parish Clerk: Denise Gascoyne 82 Ermine Street ANCASTER NG32 3QP#
Tel: 01400 230745 email Silkwillpc@gmail.com

ANNUAL MEETING

09 May 2019

NOTICE OF MEETING

You are hereby summoned to attend the **ANNUAL MEETING OF SILK WILLOUGHBY PARISH COUNCIL** on **16 MAY 2019** to be held immediately after the **ANNUAL PARISH MEETING** at 7.30pm

Denise Gascoyne
Parish Clerk

AGENDA

1. **Election of Chairman:** To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
2. **Election of Vice-Chairman:** To elect the Vice-Chairman of the Council and to receive the Vice-Chairman's Declaration of Acceptance of Office.
3. **To receive:** Declarations of Acceptance of Office and Members' Disclosable Pecuniary and other interests of all parish councillors
4. **Apologies for Absence:** To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
5. **To approve and accept** as a true record the notes of the meeting of the Parish Council held on **21 March 2019** and to authorise the Chairman to sign the official minutes
6. **To approve and amend (if necessary)** the Standing Orders – circulated to all Cllrs
7. **To approve and amend (if necessary):** The Financial Regulations – circulated to all Cllrs.
8. **General Power of Competence:** to declare eligibility and adoption (see attached)
9. **To approve and adopt** the following policies:
 - Code of Conduct (NKDC version adopted by NKDC 28.02.19)
 - Safeguarding Public Money Policy

10. **To approve and accept:** The Asset Register – circulated to all Cllrs
11. **To review and adopt:** The Calendar of meetings – circulated to all Cllrs.
12. **County Councillor and District Councillor reports:**
13. **Parish Clerk Update:**
 - a. Confirmation request had been sent to Cllr R Davis to visit the parish.
 - b. To consider S106 money for cycle path
 - c. Update on proposed Conservation area
 - d. Update on land ownership
14. **Finance:**
 - a. To resolve to approve cheque payments as per the Approval List.
 - b. To read out, fill in, sign and date Section 1 of the Annual Governance and Accountability Return (AGAR) 2018/2019.
 - c. To accept, sign and date Section 2 Accounting Statement (AGAR) 2018/2019
 - d. To sign and date Certificate of Exemption Part 2 (AGAR)
 - e. To confirm Precept of £4200.00 had been received.
 - f. To update bank mandate for 2019/2020
 - g. Confirmation Data Protection Fee will be renewed on 12 June 2019 – this is paid by DD. FOR INFORMATION ONLY
15. **Planning:** To consider and make any comments on planning applications.
 - a. 19/0441 Planning application to replace existing conservatory roof with hipped roof. 18 Rowan Drive.
 - b. 19/0060 Planning permission for Erection of Solar PV park land south of Gorse Lane. FOR INFORMATION ONLY.
16. **Correspondence:**
 - a. Changes to bus services 33, 36 and 44 – circulated to Cllr Wilson
 - b. LALC Weekly Updates – circulated to Cllrs
 - c. Notification of Village Hall Improvement Grant Fund – Dr Caroline Johnson MP
 - d. Danger zones for councillors – circulated to Cllrs. FOR INFORMATION ONLY
 - e. Cutting grass verges around the village
17. **Training:**
 - a. Cllr Training Sessions: 16.07.19 Carlton Scroop 18.00pm to 21.00pm
18. **Date of Next Meeting:**
 - a. To note the date of the next meeting as 25 July.