

HEVINGHAM PARISH COUNCIL

Clerk: Mrs Karen Medler
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New Parish Council website: www.hevinghampc.wixsite.com/hevinghampc

NOTICE OF MEETING and SUMMONS TO ATTEND

The annual meeting of the Parish Council will be held on Tuesday
7th May 2019 at 7:30pm in Hevingham Village Hall

AGENDA

1. To receive apologies for absence (telephoned to the Clerk in advance)
2. Appointments:
 - a) Election of Chairman (Current Vice Chair to Chair this item in the absence of a Chairman)
 - b) Election of Vice Chair
 - c) To agree appointment of Village Hall representative
 - d) To agree appointment of Allotment Committee
 - e) To agree appointment of Youth Advocate
 - f) All Councillors to sign Acceptance of Office and Code of Conduct
3. To receive Declarations of Interest and consider any requests for Dispensation (please report to the Clerk prior to the meeting)
4. To accept the minutes of the Council meeting held on 2nd April 2019 (draft attached)
5. To report on matters arising from the previous meeting not on the agenda – for report only
6. To adjourn for Public Participation
7. Matters for Discussion and Decision:
 - a) **Planning**
 - i) 20190448 – Mansom Plantation, Shortthorn Road, Stratton Strawless – to note response to BDC
 - b) **Finance**
 - i) To agree accounts for payment including insurance for the year (year 2 of 3 in LTA)
 - ii) To receive Internal Audit report on accounts for year ending 31st March 2019
 - ii) To agree accounts for year ending 31st March 2019
 - iii) To agree AGAR exemption and complete forms
 - iv) To agree new cheque signatory for Barclays and Cambridge accounts
 - c) **Herbert Phillipso Fund** - To receive updates on ongoing projects and agree any further action
 - d) **John Hall Charity** – to receive accounts for the year ending 31st March 2019 (Cllr S Benton)
 - e) **Village Magazine** – to agree new distribution list
 - f) **SAM sign** – to agree which Councillors will be responsible for the 5 sites
 - g) **Village Green** – to agree replacement of posts and action to prevent motorcycles using
8. Matters to report:
 - a) **Correspondence**
 - b) **Clerks report** (to include SAM results)
 - c) **Youth Advocate report**
 - d) **Village Hall report**
 - e) **Annual Police report** and figures for February 2019
 - f) **District and County Councillors reports**
8. Matters for future discussion and to note date of next meeting – 4th June 2019