

STOKE FERRY ORDINARY PARISH COUNCIL MEETING

All Stoke Ferry Parish Councillors are summoned

On **Wednesday 3 July 2019 at 7.00pm**

in Stoke Ferry Village Hall

Published by: Helen Richardson, Clerk & RFO

On 27 June 2019

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND THIS MEETING

AGENDA

1. Emergency Evacuation Procedures
2. Openness and Transparency Notice
3. To receive and accept apologies for absence
4. To receive Declarations of Interest from Members on any item to be discussed
5. To approve the Minutes of the Ordinary Meeting 5 June 2019
6. Matters Arising from the Minutes of the Last Meeting (And Clerks Report)

7. **Village Management**
 - a. To Discuss and/or Approve Expression of Interest to bid Blue Bell Pub as a Community Value Asset
 - b. To Discuss and Approve Neighbourhood Plan Working Party Terms of Reference , General Update and Any Other Decisions to be Made
 - c. To Approve: Design to be Placed on the Back of the New Village Sign
 - d. To Discuss and Approve Buckenham Drive Fly Tipping and Any Clear Up Costs
 - e. To Discuss Indigo Road Development Update, Site Cleanliness and the Village Hall Car Park

8. **Parish Council Management**
 - a. To Approve Whole Parish Council Training
 - b. To Review and Approve of Standing Orders – Working Parties Amendments
 - c. To Review and Approve a Working Parties Policy
 - d. To Review and Approve Cemetery Records Working Party Terms of Reference
 - e. To Review and Approve Recovery Plan Working Party Terms of Reference
 - f. To Review and Approve Village ‘Fixtures and Fittings’ Working Party Terms of Reference
 - g. To Review and Approve Financial Regulations – Online Banking Arrangements
 - h. To Adopt and Approve a Financial Risk Assessment

9. To Approve: Payments and Accounts Reconciliation to Date

- Other**

10. To Receive items of concern & matters to be included on the next agenda from the Parish Council and note forward items

11. Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey (NCC), if in attendance

12. Adjourn the meeting to allow for public comments

13. Confirm the Date of the Next Meeting – Wednesday 7 August 2019 at 7 pm, Ordinary Meeting of the Stoke Ferry Parish Council

14. **EXCLUSION OF PRESS AND PUBLIC** The Council to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted. To discuss any urgent HR issues, Contracts or Legal Proceedings. To discuss HR related topic.

Forward Agenda Items

AUGUST

Remembrance Sunday Arrangements *
Christmas Arrangements*
Review of Policies and Cemetery Fees (if required)*
Streetlighting Provision following inspection
Parish Partnership Funding Bid 2020/21
Streetlighting Provision following inspection

SEPTEMBER

Review of Data Protection Arrangements*

OCTOBER

Clerk Appraisal and Development Plan – private HR meeting*

NOVEMBER

Draft Budget and Precept first draft*

DECEMBER

Draft Budget and Precept second draft*

JANUARY

Approval of Final Precept and Budget*
Working Party Update

FEBRUARY

Assets Inspection Planning*
Internal Auditor Appointment*

MARCH

Assets List Review*

APRIL

MAY Annual Parish Meeting and Annual Meeting of the Parish Council

Election of Chairman and Vice Chairman*
Annual Insurance Renewal*
Review of Bank Signatories*
Annual Governance and Accountability Return*
Review of Standing Orders*
Review of Financial Regulations*
To Review Dispensation Requests*
To Review Declaration of Interest (Pecuniary and Non-Pecuniary) (within 28 days)

JUNE

Review of Working Parties

* standard item