



HOLCOT PARISH COUNCIL

Clerk: Mrs. Lisa Callan
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-----Date: 9 May 2017

To: All parish councillors
From: Mrs L Callan, Clerk to Holcot Parish Council

Dear Councillor,

You are hereby summoned to a meeting of Holcot Parish Council in the Church Rooms, Main Street, Holcot Northamptonshire, NN6 9SP on **Monday 15 May 2017** at 7.30 p.m. when the under mentioned business will be transacted.

AGENDA

- 17/102 **Elect Chairman:** to elect a Chairman and sign the 'Acceptance of Office' form.
- 17/103 **Elect Vice-Chairman:** to elect a Vice-Chairman and sign the 'Acceptance of Office' form.
- 17/104 **Apologies:** *to receive and approve apologies for absence.*
- 17/105 **Public address to the council:** *members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting.*
- 17/106 **Minutes of the last meeting:** *to receive and approve for signature the minutes of the meeting held on Monday 24 April 2017.*
- 17/107 **To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:** *(members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).*
- 17/108 **Council policies, procedures and regulations**
 - a) *To review and approve Councillor Responsibilities and*

- b) To review and approve the Standing Orders.
- c) To review and approve the Code of Conduct
- d) To review and approve the Risk Management Policy
- e) To review and approve the asset register
- f) To agree on meeting dates and times for the year
- g) To review and approve the Financial Regulations

17/109

Annual accounts for year ending 31 March 2017

- a) To receive annual accounts report
- b) To approve the annual governance statement
- c) To approve the annual return accounts and accounting statement

STANDARD ITEMS FOR REPORT AND DECISIONS

17/110

Matters Arising

17/111

New Parishioners

17/112

Review actions not covered elsewhere: *receive reports on actions outstanding.*

17/113

Correspondence: *to agree response/action to correspondence received.*

- a) Letter received 1 May from St Mary and All Saints Church, thanking the council for the grant.
- b) E-Mail 4 May from resident regarding blocked pipes.

ITEMS FOR DISCUSSION AND DECISION

17/114

Annual Parish Meeting planning: *final planning.*

ITEMS FOR REPORT AND DECISIONS ARISING

17/115

Footpath/Footbridge: *update.*

17/116

Playing Field: *receive report/updates.*

17/117

Traffic Management and Road Safety: *receive report.*

17/118

Planning

FINANCIAL CONTROL

17/119

Parish Council Insurance

17/120

Finance: *to receive financial report, and approve payments below, totalling £187.84*

Cheque no. 100910	Lisa Callan	Salary for May 2017	£187.84
Cheque no. 100911	C.P. Pomeroy	Reimbursement for matting pegs for playing field	£15.00

NEXT AGENDA

17/121

Agenda: *to request items for inclusion on the agenda for the next meeting.*

UPCOMING MEETINGS

17/122

Date of the next meeting:
Tuesday 30 May (Annual Parish Meeting)
Monday 19 June

Signed *L Callan*

Dated 9 May 2017