

Little Ouseburn, Kirby Hall and Thorpe Underwood Parish Council

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**Notice of the ANNUAL MEETING OF THE PARISH COUNCIL held at the Little
Ouseburn Village Hall on Thursday 12th July 2018 at 7.30p.m.
Press & Public are invited to attend.**

**Prior to commencement of the formal meeting, councillors will complete their
Declaration of Acceptance of office**

A G E N D A

18/01 **To elect the Chairman** of the Council and receive the Chairman's Declaration of Acceptance of Office.

18/02 **To elect the Vice Chairman** and to receive the Vice Chairman's Declaration of Acceptance of Office

18/03 To consider co-option of Russ Harrison on to the Parish Council

18/04 To approve that Amanda Kennerley be the new clerk to the Parish Council and to sign Contract of Employment.

18/05 To receive apologies for absence

18/06 To receive declarations of disclosable pecuniary interest (not previously declared) on any matters of business.

18/07 To approve the minutes of the meeting held on 12th April, 2018

18/08 Public Participation: We aim to allow approximately 15 minutes for comments and questions. Standing orders are suspended for this item.

18/09 Fishponds bridge - Great Ouseburn Parish Council has been approached by the family of Fred Jackson who wish to pay towards the replacement of the footbridge at the Fishpond in his memory. A small plaque would be placed on the new bridge commemorating this. GOPC are willing to manage this project and raise any additional monies required subject to LOPC approval.

18/10 Planning –

- a) To note applications received when the parish council was not quorate:
- b) To note decisions made by HBC since last meeting
- c) To consider at the meeting (none when agenda written):

18/11 To approve the Risk Assessment (Chairman to sign)

18/12 To approve and adopt revised Standing Orders as recommended by National Association of Local Councils (NALC)

18/13 To review the Council asset register

18/14 To approve the Annual Governance Statement on the Annual Return.

18/15 To approve the Accounting Statement on the Annual Return and to sign the Exemption Certificate for the External Auditor.

18/16 Finance:

- (a) To receive current financial statement
- (b) To formally approve donation of £500 towards Little Ouseburn playground play area refurbishment project agreed in April minutes.
- (c) To consider renewal of YLCA 2018/19 £122 and if so, to appoint up to 2 PC councillors to attend the YLCA branch meetings and to represent the council as voting representatives at those meetings.
- (d) To note accounts paid since last meeting and agree accounts for payment
- (e) To approve to change the bank mandate to include the new clerk.
- (f) To approve an Internal Auditor.

18/17 To note the renewal of the Council insurance policy.

18/18 To formally adopt the Records Management Policy recommended by YLCA

18/19 Grass cutting – To approve that Land and Field take over the grass cutting contract from Green and Tidy.

18/20 To consider continuation of litter picking for 2018/19. £122.17 was received from HBC for 2017/18

18/21 To receive reports from:

- a. Police Liaison Group/Neighbourhood Watch
- b. Village Hall
- c. Holy Trinity Church
- d. Playgroup
- e. Open Gardens – 13th May 2018
- f. Police report
- g. Little Ouseburn No Calling Zone

18/22 To give LOPC comments regarding PCC Julia Mulligan – Neighbourhood Policing Survey

18/23 To note correspondence received and circulated by the clerk.

18/24 Clerk's notes (need no approval)

- 1. Fly tipping at the end of Main Street reported to HBC and NYCC highways.
- 2. A Privacy Policy has been placed on the SPC website to conform to data protection regulations.
- 3. The speed awareness sign on Main Street is out of order and has been reported.
- 4. The deep pothole/sinkhole outside Twyford has been reported. It was inspected by NY highways 26th June and is to be repaired.

18/25 Matters arising for inclusion in the next agenda

18/26 To confirm the dates and times of ordinary meetings of the Council for the forthcoming year.