

HALWILL PARISH COUNCIL

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To members of Halwill Parish Council

You are hereby summoned to attend the **Annual Parish Council Meeting** of Halwill Parish Council at the **Parish Hall on 10th May, 2018 at 7.30 p.m.** for the purpose of transacting the following business:

AGENDA

Procedural Items

2018/May/1	Election of Chair In accordance with the Local Government Act 1972 ss 15 (2) and 34 (2) to elect a Chair of the Parish Council for the municipal year 2018/2017
2018/May/2	Declaration of acceptance of office To receive the Chair's signed declaration of acceptance of office
2018/May/3	Apologies for Absence and to consider the reasons given Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given. LGA 1972 s85(1)
2018/May/4	Election of Vice-Chair In accordance with the Local Government Act 1972 ss 15 (6) and 34 (6) to elect a Vice-Chair of the Parish Council for the municipal year 2018/2017
2018/May/5	Declaration of acceptance of office To receive the Vice-Chair's signed declaration of acceptance of office
2018/May/6	Declarations of Interest and Dispensations to Participate <ol style="list-style-type: none">1. To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members2. To receive any dispensation requests received by the Parish Clerk and not previously considered
2018/May/7	Minutes of April 2018 Meeting To approve for accuracy and adopt the minutes of the Meeting of the Parish Council held on 19th April 2018
2018/May/8	Governance Documents <ol style="list-style-type: none">1. Standing Orders2. Financial Regulations <i>To consider arrangements to enable online viewing of bank statements</i>3. General Data Protection Regulations
2018/May/9	Parish Council Structure To agree the structure for the municipal year 2018/2017 <ol style="list-style-type: none">1. P3 – to note Mike Stone as the P3 coordinator for Halwill2. Plans committee <i>To consider if a plans committee is necessary and if so, appoint members.</i>3. Co-option of new councillor
2018/May/10	Insurance To review the Parish Council's insurance provision 2018/2019 and appoint BHIB as the Parish Council's insurer.

2018/May/11	Financials <ol style="list-style-type: none"> 1. Financial report 2. To agree bank signatories for 2018/2019 3. To set up a Direct Debit mandate for the hall broadband 4. To approve the Annual Governance Statement for 2017/2018 in accordance with The Accounts and Audit Regulations 2015 5. To approve payments as listed: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">D C Osborne</td> <td style="width: 30%;">£367.50</td> <td style="width: 30%;">Wages</td> </tr> <tr> <td>D C Osborne</td> <td>£34.20</td> <td>Expenses</td> </tr> <tr> <td>DALC</td> <td>£48</td> <td>GDPR training</td> </tr> </table>	D C Osborne	£367.50	Wages	D C Osborne	£34.20	Expenses	DALC	£48	GDPR training
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2018/May/12	Annual Parish Meeting <ol style="list-style-type: none"> 1. To set a date for the 2018 Annual Parish Meeting. 2. To allocate responsibilities for the Annual Parish Meeting 3. To approve a budget for the Annual Parish Meeting 									

Deferment of business for Public Question Time. Time allowed at the discretion of the chair. The public are invited to give their views and ask questions about items on this agenda. They may also raise issues for future consideration which may be made agenda items for a future meeting, at the discretion of the Chair. Answers may be given in writing.

Business Items

2018/May/13	To consider formal recognition of the contribution of departing councillors
2018/May/14	Ongoing Projects/Progress Reports by Councillors <ol style="list-style-type: none"> 1. MUGA/Active Halwill 2. Children's play equipment refurbishment 3. 2018 TAP Fund <i>To receive a report from Cllr Piddington</i> 4. Scallywags shed and old storage box <i>To consider a proposal from Cllr Piddington to repurpose the old storage box. Report from the clerk on progress towards an agreement with Scallywags to site a shed on PC land to satisfy insurance requirements</i>
2018/May/15	Planning Applications, appeals and decisions received 1/0268/2018/FUL: Otterburn Farm, Halwill, Beaworthy, Devon Construction of stables and associated works
2018/May/16	Correspondence <i>Correspondence received and to be written</i>
2018/May/17	Date of next Meeting <i>To note Thursday 14th June as the date of the next Ordinary Meeting, 19:30 at the Parish Hall</i>