

CLAYDON WITH CLATTERCOTE PARISH COUNCIL

The council is hereby summoned to a meeting of the Parish Council to be held on Tuesday 14th May 2019 at 7:30pm in the Church Room, Claydon.

Council: Jenny Jones, Sylvia Ingram Veronica Purdey, Mark Ames, Gary Denham.

AGENDA

6. Election of Chairman
7. Declaration of acceptance of office for all councillors
8. Apologies for absence
9. Election of Vice Chairman
10. Members declarations of interest for items on the agenda
11. **Public participation session** (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).
12. To approve the minutes of the Parish Council meetings held on 12th March and 2nd April 2019
13. Confirmation of the parish council's eligibility for the General Power of Competence (GPC) and proposal to adopt the GPC with immediate effect
14. Outstanding matters/actions from previous meetings
 - i) Request for Dog Lane to be registered as a public Right of Way
 - ii) Update on tree survey
 - iii) Registration of Church Room as ACV
15. Report from District Councillor
16. Report from County Councillor
17. Planning Applications received
18. Ongoing issues
 - i) The Village Green
 - ii) Empty properties
19. Finance
 - i) Confirmation of the final quarterly financial check for 2018/19
 - ii) Confirmation of the total bank balances as at 08.05.19 of £911.49 and £14,765.24
 - iii) To receive the internal auditors report and agree any actions required
 - iv) To appoint an internal auditor for the next financial year
 - v) To complete and approve the annual governance statement for the 18/19 audit
 - vi) To approve the accounting statements for the 18/19 audit
 - vii) Changes required to bank mandate to reflect the new council
 - viii) To agree the payments list for 19/20, delegating authority to the clerk to make these payments up to the total annual budget without requesting pre approval from the council. All payments will be approved by a councillor via online banking before they are sent and will be listed on the next agenda.

Clerk's Salary	£2,400.00
Annual audit	£90.00
Insurance	£800.00
Subscriptions	£165.00
Seminars/Training	£150.00
Church Room hire	£125.00
PFMC grant	£1,500.00
PCC grant	£450.00
Claydon website	£100.00
Cluster Care grant	£50.00
Grass cutting	£1,600.00
Allotment grass cutting	£100.00
Blue Brick Path	£180.00
General Data Protection Regulations	£35.00
S137	£15.00
Annual tree survey	£500.00

- ix) To consider quotes received for parish council insurance and agreement of which insurer to appoint
- x) To note and approve the following payments made since the last meeting:

26.03.19	Kirsty Buttle	March salary	£76.89
26.03.19	Ainsley Taylor	March salary	£112.75
26.03.19	Ainsley Taylor	March salary	£62.01
24.04.19	N Prickett	Grass cutting	£105.00
24.04.19	Kirsty Buttle	April salary	£195.45

- xi) To note receipts received since the last meeting:

26.03.19	Leigh	Allotment	£13.50
11.03.19	Lloyds Bank	Interest	£0.40
09.04.19	Lloyds	Interest	£0.40
12.04.19	CDC	Precept	£5,480.50
26.04.19	CDC	Grant	£93.40
03.05.19	HMRC	VAT refund	£558.94

- xii) To approve payment of the following invoices:

Kirsty Buttle	Expenses	£13.50
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20. Update on Parish Clerk/RFO position

21. Next meeting of the Parish Council – Tuesday 9th July 2019 at 7:30pm.

Signed:



Parish Clerk

Date: 8th May 2019