



TO ALL COUNCILLORS

31st July 2018

THERE IS TO BE A MONTHLY MEETING OF THE ELHAM PARISH COUNCIL ON MONDAY 6TH AUGUST. IT WILL BE HELD IN THE VILLAGE HALL STARTING AT 6.45pm. YOU ARE HEREBY SUMMOND TO ATTEND.

THE AGENDA IS AS FOLLOWS

The first item will be with the public and press excluded (see item 3)

The meeting will be opened to the public at 7.30pm as normal.

1. To **record** those present and **list** any apologies
2. **To declare** any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.

A member who declares an OSI will be able to speak on the item, but will be required to leave the meeting for the vote

Councillors may also declare a voluntary Interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration, unless this has been discussed with the clerk prior to the meeting.

3. **To exclude** the Members of the public and Press under the Admission to Meetings Act 1960 Section 12 due to the sensitive nature of the item to be discussed.

Meeting will be open to the public after the above item

4. To **form/agree** a **resolution** to consider moving from Heads of Terms to a creation of a final contract with the Trustees and **agree** any actions.
5. To **note** and **agree** the minutes of
 - a) The July PC meeting
 - b) Minutes of the Extra ordinary meeting held 29th June
6. To **consider** any matters arising from the Minutes

7. Public Contribution

(For members of the public to ask questions - This item will last no more than 15 minutes)

8. Finance

- a) To **agree** invoices and **sign** cheques
(A list will be handed out at the meeting if not circulated prior)
- b) To **consider** the **purchase** and **placing** of planters in the village and **agree** any actions required.
- c) To **consider** the refurbishment of the parish notice board and **agree** any actions
- d) To **consider** the refurbishment of the well and **agree** any actions

9. To **hear** verbal reports from

- a) County Councillor
- b) District councillor
- c) Community Warden

10. To **note** any correspondence received and **agree** any actions

11. Chairman's & Councillors Reports

(Please note, no decisions can be made on items under this heading)

12. To **discuss** various road issues and **agree** actions

13. To **exclude** the public and press under section 12 of Public Bodies
(Admission to Meetings) Act 1960 due to the sensitivity of the items to be
discussed

14. To **discuss** Interviews taken place and agree on the employment of a
permanent Clerk

15. To **discuss** the formation of an Employers' Committee to monitor the Clerks'
employment pay and conditions including the appointment of a PAYE and
pension administration service and **agree** actions

16. Date of next meeting & Close

Linda Hedley

Locum Clerk to the Parish Council