

Hampstead Norreys Parish Council

PARISH COUNCIL MEETING

I hereby give you notice that the next Parish Council meeting is to be held on

Monday 20th May 2019 at 7.30pm

In the Memorial Room, Village Hall, Newbury Hill, Hampstead Norreys

and all Members of the Council are hereby summoned to attend.

Sarah Marshman
Clerk to the Council
Dated: 14th May 2019

AGENDA

- 1 To consider the election of Chairman of the Council for 2019/20 and to receive the signed declaration of acceptance of office
- 2 To consider the election of Vice-Chairman of the Council for 2019/20 and to receive the signed declaration of acceptance of office
- 3 To receive apologies for absence
- 4 To receive any declarations of pecuniary interests by members or the Clerk and to consider any requests for dispensation
- 5 To receive: Questions or comments from members of the public
Representations from any member who has declared a pecuniary interest
- 6 To approve the minutes of the Parish Council Meeting held on 25th March 2019
- 7 Matters arising from the minutes of the Parish Council Meeting held on 25th March 2019
- 8 To receive a report from District Councillor Carolyne Culver
- 9 To consider co-opting a new member to the Parish Council
- 10 Planning Applications
 - a) To consider the following new applications:

None		
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 - b) To receive a report on West Berkshire Council recent planning decisions

- 11 Committees:
 - a) To receive the minutes of the last meeting of any committees
 - b) To review the terms of reference and delegation arrangements for any committees
 - c) To appoint members to existing committees
 - d) To appoint any new committees in accordance with standing order 4
- 12 To review delegation arrangements for staff and other local authorities
- 13 To review the inventory of land and assets including buildings and office equipment
- 14 To confirm the arrangements for insurance cover in respect of all insured risks
- 15 Policies: To review the following policies:
 - a) Standing Orders
 - b) Financial Regulations
 - c) Complaints Procedure
 - d) The procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
 - e) Dealing with the press/media
 - f) Grants Policy
- 16 To review the council's and/or staff subscriptions to other bodies
- 17 To consider the risk assessment for 2019/20
- 18 To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council
- 19 To review the representation on or work with external bodies and arrangements for reporting back and to consider Councillors areas of responsibility
- 20 To receive the finance report and approve payments due
- 21 To review the feedback from our internal auditors on the 2018/19 accounts and consider any actions required
- 22 To:
 - a) consider the findings of the Annual Governance review;
 - b) approve the Annual Governance Statement; and
 - c) ensure the Annual Governance Statement is signed and dated
- 23 To:
 - a) consider the Accounting Statements;
 - b) approve the Accounting Statements; and
 - c) ensure the Accounting Statements are signed and dated
- 24 To:
 - a) consider completing the certificate of exemption for expenditure under £25,000; and
 - b) ensure the certificate of exemption is signed and dated
- 25 To consider a request for financial assistance from Hampstead Norreys Primary School for use of the village hall car park for parents
- 26 To consider quotes for insurance for 2019/20

- 27 To consider giving consent for tree works to take place on the allotments site
- 28 To consider requesting West Berkshire Council improve the maintenance of the roadside verges on Yattendon Road
- 29 To consider adopting an Employer Policy Statement for the LGPS Pension Scheme
- 30 To receive the finance report and approve payments due
- 31 Correspondence
- 32 Matters for future consideration and information

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 20th May 2019 at 7:30pm in the Memorial Room