

Northlew Parish Council

Chair: Mrs Joanna Wilson

Telephone:01409 220254

15th April 2019

To: All Members of Northlew Parish Council

You are summoned to an Ordinary meeting of Northlew Parish Council on Monday 15th April (Note: by agreement of councillors meeting postponed until 1st May) at 7:30 pm in the Victory Hall for the purpose of transacting the following business.

Please let me know if you are unable to attend

Yours sincerely

Chair (acting clerk)

7.30pm Public Question Time

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. We request that notice of intent to ask questions/make comment be made to the Clerk by the Friday prior to the date of the meeting. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

Agenda

1. Apologies for absence

To receive apologies from Councillors. Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

2. Minutes

To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 18th March.

3. Declaration of Interest

- a. 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 members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.
- b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered.

4. Matters Arising

5. Election Update

- a. Thanks to retiring councillors
- b. Update on newly elected councillors
- c. Update on vacancies and process for recruitment
 - i. Agee timelines

6. Clerk vacancy update

- a. Thanks for retiring clerk
- b. Agree plans for retirement tea party
- c. Agree plans for transition period and handover

- d. Update on recruitment of new clerk; review of 2 potential candidates CVs
 - e. Agree process
- 7. Planning**
- a. 1000/19/FUL: Conversion of barn to dwelling Class Q (Sheffield Barn EX20 3PN)); comments due by 2nd May 19
 - b. 0751/19/FUL: Provision of new access with associated track to serve the agricultural building (Higher Eastcott EX20 3PT); comments due by 23rd May 19
- 8. Update on playing field land registry**
- 9. Football club**
- 10. Parish Council Website**
- a. Agreement of launch date
- 11. Finance**
- a. **Audit process for 2018/19**
 - i. To review and agree with process with the retiring clerk
 - ii. To agree timeline for approval of accounts and audit by the Parish Council before submission by the retiring clerk
 - b. Payments due:
 - I. To be itemised in the minutes
 - c. Money received
 - I. To be itemised in the minutes
- 12. Correspondence**
- 13. Matters brought forward by the chair and councillors**
- 14. Next meeting is on Monday 20th May 2019 at 7:30 pm in the Victory Hall**