

TOLLESHUNT D'ARCY PARISH COUNCIL

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Notice is hereby given that a meeting of **TOLLESHUNT D'ARCY PARISH COUNCIL** will be held on Tuesday 23rd May 2017, in The Village Hall, Tolleshunt D'Arcy commencing at 7.30pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

Michelle Curtis – Clerk to the Council

16th May 2017

Councillors: J Smith (Chairman), J Birkin (Vice-Chairman), L Barwick, D Cook, R Dent, G Munson, R Scott

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<p>THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.</p>

AGENDA

- Election of Chairman**
To elect a Chairman for the forthcoming year and to receive a signed Declaration of Acceptance of Office.
- Election of Vice-Chairman**
To elect a Vice-Chairman for the forthcoming year.
- Apologies for Absence**
Members are reminded that the LGA1972, s.85 states that apologies for absence must be received prior to a meeting.
- Declaration of Interest**
To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interests relating to items on the agenda.
- District Councillors**
To receive information from the District Councillors.
- Public Forum**
The Chairman will invite questions and observations from members of the public present. A maximum time of **10** minutes will be allowed.
- Representatives**
Election of representatives for the forthcoming year:
 - Highways, road safety and public rights of way representative
 - Working group to the Henry Smith Trust Fund

Chairman: John Smith - 07505 008891

Clerk: Michelle Curtis, 4 Valkyrie Close, Tollesbury, Maldon, Essex CM9 8SL

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- c) Member responsible for planning matters & trees
- d) Public rights of way representative
- e) Emergency Committee representatives
- f) Recreation ground and pavilion working group
- g) Burial group working group
- h) Village hall management committee
- i) Personnel committee
- j) Local Council Award Scheme

8. Minutes

- a) To confirm Minutes of the Meeting held on 25th April 2017.
- b) To confirm Minutes of the Special Meeting held on 9th May 2017.
- c) Matters arising from minutes of the previous meetings.

9. Finance

- a) To receive Monthly Financial Report.
- b) To approve payment of cheques.
- c) To discuss current banking arrangements and receive information on the Unity Trust Account.

10. Internal Audit

To receive report from Internal Auditor and consider recommendations.

11. Insurance

To consider quotations for additional insurance cover via Came & Company.

12. Grievance Procedure

To ratify Grievance Procedure.

13. Action Plan 2017

To discuss Action Plan for 2017.

14. Henry Smith Fund

To consider audit recommendations.

15. Memorial Bench

To discuss ideas for the memorial bench.

16. Maypole

To discuss and agree works specification for the Maypole.

17. Fencing

To consider options for the fencing in the Recreation Ground.

18. Defibrillator

To consider quotation from ABCO for installation of the defibrillator on the village hall.

19. Police

- a) To receive Police reports from Maldon District Council.
- b) To receive notification of Police Partnership Conference – 7th June 2017.

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20. Planning Applications and Decision

Applications are circulated to all Councillors with the agenda, for study ahead of the meeting. Planning documents are also available for everyone to view on Maldon District Council's website and at MDC's offices.

To agree responses to applications received from Maldon District Council.

Applications:

None received

Appeals:

None received.

To note decisions made by Maldon District Council.

To note appeal decisions made by the Planning Inspectorate.

21. Administration

To receive information from the Clerk – update on current and ongoing matters.

22. Representative Reports

- a) Burial Ground
- b) Recreation Ground – Cllrs Munson and Scott
- c) Highway matters – Cllr Cook
- d) Website / Facebook Updates

23. Community Concerns

To receive information only or note future agenda items.

24. Public Forum

To adjourn the meeting for a maximum of **5** minutes to allow questions and observations from members of the public present.

25. Date of the next Meeting

Tuesday 27th June 2017 – Full Council Meeting (7.30pm)

Further agenda items for consideration to be sent to the Clerk by Monday 19th June 2017 the latest.

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