

HELMDON PARISH COUNCIL

All Councillors are summoned to the Annual General Meeting of Helmdon Parish Council to be held in the Reading Room, Church Street, Helmdon on Wednesday 20th May 2009, commencing at 7.30 pm. This meeting will be followed by an Ordinary Meeting of the Parish Council.

Members of the public and Press are invited to attend both meetings and to participate in the Open Forum

AGENDA – Annual General Meeting

1. Election of Chairman for 2009/2010
2. Signing of Chairman's declaration of acceptance of office
3. Apologies for Absence
4. Election of Vice Chairman for 2009/2010
5. To appoint the Responsible Financial Officer
6. To appoint an Internal Auditor
7. To appoint members for committees
 - a) Finance (5 plus RFO)
 - b) Planning (5 plus Clerk for Minutes)
 - c) Road Safety (5)
 - d) Playground (3)
 - e) Allotment (4)
8. To appoint parish representatives
 - a) Parish Paths Warden
 - b) Parish Highways Representative
 - c) Neighbourhood Watch Co-ordinator
 - d) School Liaison Councillor
 - e) PC Rep on Reading Room Committee
 - f) PC Reps (2) on Parish Plan Monitoring Group
 - g) Poppy Organiser
 - h) PC Reps (2) on Blackpits Monitoring Group
 - i) Health and Safety Officers (2)
9. Updating of Register of Interests
10. Approval and signature of the Minutes for the AGM held on 21st May 2008
11. Matters arising from the minutes of 21st May 2008
12. Committee & Representative Reports
 - a) Finance
 - b) Planning
 - c) Road Safety (Parish Highways Representative)
 - d) Playground
 - e) Allotments
 - f) Helmdon Parish Plan
 - g) Parish Paths Warden
 - h) Neighbourhood Watch
 - i) School Liaison
 - j) Reading Room

AGENDA – Ordinary Meeting following the AGM

1. Apologies for Absence
2. Approval and Signature of the Minutes for the Ordinary Meeting held on 25th March 2009
3. Matters Arising from the Minutes of 25th March 2009
4. Grand Union Housing Group – Presentation by Susan Bland
5. Open Forum
6. Finance
 - a) Financial statement
 - b) To consider recommendations from the Finance Committee regarding Insurance renewal
 - c) Bills for Payment
 - d) Payments Received
 - e) To consider recommendations from the Finance Committee regarding grant awards and to resolve successful applications
 - f) Nottingham Bond Certificate – to sign off indemnify form to obtain new copy
 - g) To receive update regarding potential additional inscriptions on the War Memorial
 - h) Annual Return – Approval of Statement of Accounts
 - i) Annual Return – Approval of Annual Governance Statement
7. Correspondence Review
8. Training Courses – update from Cllr Coatsworth
9. Village of the Year 2009 – report from Cllr Burns on judges' visit
10. Annual Parish Meeting report – Cllr Burns
11. Risk Assessments – to receive completed risk assessments including play area
12. Planning:
 - a) To receive decisions of Planning committee on applications since 25/03/09
 - b) To consider the response to SNC's consultation on Interim Rural Housing Policy
13. Allotments – reports on site visit from Cllr Coatsworth
14. Update on Anglian Water Managers' visit to July Meeting and other Flooding-related issues
15. Quality Status Application – update on the Working Party progress
16. To receive update on the Playing Field Licence Agreement with NCC
17. To receive update regarding possible tennis court site
18. Councillors' Questions

Signed _____

Dated _____

Liz Hart, Parish Clerk
Station House, Station Road, Helmdon, NN13 5QS