

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 26th May 2010, 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 2010/11
2. Signing of Chairman's declaration of acceptance of office
3. Apologies for Absence
4. Election of Vice Chairman for 2010/11
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 20th May 2009
11. Matters arising from the minutes of 20th May 2009
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 24th March 2010
3. Matters Arising from the Minutes of 24th March 2010
4. Open Forum
5. 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) To receive update from Cllr Coatsworth regarding Pump Repair
 - g) Annual Return – Approval of Statement of Accounts
 - h) Annual Return – Approval of Annual Governance Statement
6. Correspondence Review
7. Training Courses – update from Cllr Coatsworth
8. To consider response to NCC regarding Speed Limit Extensions
9. New Standing Orders
 - a) To consider adoption of new Standing Orders following recommendations from Working Party
 - b) To resolve that it is not expedient for the Proper Officer to serve a summons of notice of meeting by hand delivery or post.
10. Village of the Year 2010 – update from Cllr Coatsworth
11. Annual Parish Meeting report – Cllr Burns
12. Risk Assessments
 - a) To receive completed risk assessments including play area
 - b) To consider adopting a Violence Policy
13. Planning:
 - a) To receive decisions of Planning committee on applications since 24/03/10
 - b) To receive a report from HSGWAG regarding Broadview Wind Farm Proposal
14. Allotments – reports on site visit from Cllr Coatsworth
15. Consideration of report from Helmdon Acorns Pre-School building project
16. Report from PPMG regarding Parish Plan Refresh
17. Councillors' Questions

Signed _____

Dated _____

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