

**HELMDON PARISH COUNCIL**  
**ANNUAL MEETING of the PARISH COUNCIL**  
**To be held in the Reading Room, Helmdon**  
**On Wednesday 27 May 2015 at 7.30pm**

*Members of the public and press are welcome to attend this meeting,  
and are permitted to record, film or broadcast the meeting without  
reference to the Parish Council*

**AGENDA**

- 1 To elect a Chairman for 2015/16
- 2 To receive the Chairman's declaration of acceptance of office.
- 3 Apologies for absence
- 4 To elect a Vice – Chairman for 2015/16
- 5 To receive the Vice-Chairman's declaration of acceptance of office
- 6 To consider the co-option of councillors to fill vacancies
- 7 To appoint an Internal Auditor
- 8 To update the Register of Interests
- 9 To confirm electronic circulation of documentation
- 10 To appoint members of Committees and Working Groups
  - 10.1 Finance
  - 10.2 Planning
  - 10.3 Playground
  - 10.4 Road safety
  - 10.5 Allotments
  - 10.6 Any other committees or working parties as may be deemed necessary
- 11 To appoint Parish Representatives
  - 11.1 Tree warden
  - 11.2 Footpaths warden
  - 11.3 Neighbourhood Watch Co-ordinator
  - 11.4 Highways Representative
  - 11.5 School Liaison Councillors
  - 11.6 PC Reps on Reading Room Committee
  - 11.7 PC Rep(s) on Parish Plan Group
  - 11.8 PC Rep(s) on Blackpits Monitoring Group
  - 11.9 Health & Safety Officer (s)
  - 11.10 Any other representatives as may be considered necessary
- 12 Committee & Representative Reports
  - 12.1 Finance
  - 12.2 Planning
  - 12.3 Highways/Road Safety
  - 12.4 Playground
  - 12.5 Allotments
  - 12.6 Parish Plan
  - 12.7 Footpaths
  - 12.8 Neighbourhood Watch
  - 12.9 School Liaison Councillors
  - 12.10 Reading Room
  - 12.11 Tree Warden

Simon Loake  
Clerk to Helmdon Parish Council  
21 May 2015

**HELMDON PARISH COUNCIL**  
**MEETING of the PARISH COUNCIL**  
**to be held in the Reading Room, Helmdon**  
**directly after the Annual Meeting**  
**on Wednesday 27 May 2015**

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reference to the Parish Council*

**AGENDA**

- 1 Apologies for absence
- 2 Declarations of interest in agenda items
- 3 Approval of the minutes of the meetings held on 25 March and 31 March
- 4 Matters arising from the minutes not covered elsewhere in this agenda
  - 4.1 Pump garden access/grant application
  - 4.2 Rats at allotments
  - 4.3 Update re Anglian Water/ Flooding
  - 4.4 Transfer of ownership of posts in Wappenham Road
  - 4.5 Transfer of ownership of land in Station Road
- 5 Update re grant for drainage of school field
- 6 Finance
  - 6.1 Finance report
  - 6.2 To note amounts received
  - 6.3 To consider applications for grants from village organisations
  - 6.4 To approve payments listed by the Clerk
  - 6.5 To approve transfer of funds to Unity Trust bank account
  - 6.6 To review bank signatories
- 7 Review of correspondence
- 8 Councillor questions

Simon Loake  
Clerk to Helmdon Parish Council  
21 May 2015