



## 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 28<sup>th</sup> May 2014, 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 2014/15
2. Signing of Chairman's declaration of acceptance of office
3. Apologies for Absence
4. Election of Vice Chairman for 2014/15
5. To appoint an Internal Auditor
6. To appoint members for committees
  - a) Finance (5 ) including one named Cllr as Internal Control Councillor
  - b) Planning (7 )
  - c) Road Safety (3)
  - d) Playground (3)
  - e) Allotment (3)
7. To appoint parish representatives
  - a) Parish Paths Warden
  - b) Parish Highways Representative
  - c) Neighbourhood Watch Co-ordinator
  - d) School Liaison Councillors (2)
  - e) PC Rep on Reading Room Committee
  - f) PC Reps (3) on Parish Plan Monitoring Group
  - g) Poppy Organisers
  - h) PC Reps (2) on Blackpits Monitoring Group
  - i) Health and Safety Officers (2)
  - j) Tree Warden
8. Updating of Register of Interests
9. 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 Councillors
  - j) Reading Room
  - k) Tree Warden

## **AGENDA – Ordinary Meeting following the AGM**

1. Apologies for Absence
2. Declarations of Interest
3. Approval and Signature of the Minutes of the Ordinary Meeting held on 26<sup>th</sup> March 2014
4. Matters Arising from the Minutes of the Meetings of 26<sup>th</sup> March 2014
5. Open Forum
6. To receive formal notification of resignation of Cllr Simpson
7. To receive information from the Clerk regarding whether the Parish Council has received confirmation from SNC that the above vacancy may be co-opted and if so, to fill the vacancy by co-option
8. To consider next steps forwarding the resignation of the Parish Clerk
9. Finance
  - a) Financial statement
  - b) To award grants with regard to recommendations from the Finance Committee
  - c) To note payments received
  - d) To consider bills for payment
  - e) To close off accounts for y/e 31st March 2014
  - f) Annual Return – Approval of Statement of Accounts
  - g) Annual Return – Approval of Annual Governance Statement
  - h) To approve new Financial Regulations
10. Planning:
  - a) To receive decisions of Planning committee on applications since 26/03/14
  - b) Update from Parish Clerk regarding outstanding applications
11. Correspondence Review
12. To consider issues regarding the B4525
13. To consider correspondence from South Northants Homes regarding the green area opposite Hintons Close
14. To receive update on Best Village Competition
15. Update from Playground Committee
16. Update from the Allotment Committee
17. Councillors' Questions

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

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