

Aston Clinton Parish Council

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You are summoned to attend the **Annual Meeting of the Parish Council** on Wednesday 4th May 2016 at 7.30pm at the Aston Clinton Parish Meeting Room, London Road, Aston Clinton, HP22 5HL

AGENDA

15.38 To receive apologies for absence

15.39 For councillors to declare any personal and/or prejudicial interests in items on the agenda

15.40 Election of Chairman and Vice Chairman

15.41 To approve the minutes of the Parish Council meeting held on 6th April 2016

15.42 Public Participation

For members of the public to ask questions, raise any issues on items included on the agenda. Items not included on the agenda requiring decisions may be included on the next agenda. Please note the Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

15.43 Council:

- i. Vacancy
- ii. Report from Arla Liaison Meeting

15.44 Clerk's Report

15.45 Governance, Committees and Processes

- i. Governance documents – review and adoption of Standing Orders, Financial Regulations and Code of Conduct
- ii. Standing Committees – review and adoption of Terms of Reference
Appointments to committees – Standing Order 11.a)ix) applies
- iii. Processes, policies and procedures - complaints, FOI, communications, equal opportunities, expenses and data protection policies.
- iv. Land, assets and insurance – review of policies including risk management and asset register
- v. Financial: approval of bank mandate, review of rents (including peppercorn) and tenancies
- vi. External relationships, delegations and subscriptions - ARLA Liaison, Local Area Forum, Anthony Hall Committee, AVALC, SLCC, NALC/BALC

15.46 Finance and Staff Committee

- i. End of Year Financial Statements for Annual Return
- ii. End of month Financial situation report
- iii. Approval of invoices for April

MOTION: To approve the list of invoices for payment

15.47 Planning Committee - Planning Committee and NHP report

15.48 Facilities Committee

- i. Facilities Committee report
- ii. Play Park – final arrangements – recommendations from working party

MOTION: To agree on final options for surfacing/wetpour

- iii. S106 money re. 16/00780/ AOP, land rear of Aylesbury Road (£170,000)

MOTION: To agree a suitable project for allocation of S106 from this development

15.49 Date of next meeting

G Merry,
Parish Clerk
26/4/16

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS