

# Aston Clinton Parish Council

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You are summoned to attend the **Meeting of the Parish Council** on Wednesday 1st June 2016 at 7.30pm at the Aston Clinton Parish Meeting Room, London Road, Aston Clinton, HP22 5HL

## AGENDA

**16.50 To receive apologies for absence**

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

**16.52 To approve the minutes of the Parish Council meeting held on 4th May 2016**

**16.53 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.

**16.54 Council:**

- i. Vacancy
- ii. Changes to Committees

**MOTION:** To agree to create a new Community Centre Committee

**16.55 Clerk's Report**

**16.56 Finance and Staff Committee**

- i. End of month financial situation report
- ii. Donation to British Legion for wreath
- iii. Approval of invoices for May

**MOTION:** To agree the clerk can pay the outstanding invoices

- iv. Salary Increases

**MOTION:** To agree the NALC/SLCC recommended salary increases be applied and back dated to April

- v. Risk register and Asset register

**MOTION:** To approve the risk register and the asset register as presented

- vi. Auditor's Report and report into procurement of MUGA

**MOTION:** to approve the report prepared by the clerk to be submitted to the external auditor

- vii. Approval and signing of Annual Return

**MOTION:** To approve the Annual return and governance statement, including audited accounts.

**16.57 Planning Committee**

- i. Planning Committee and
- ii. NHP report

**MOTION:** to agree to commission part 2 of the traffic survey for the NHP

**16.58 Facilities Committee**

- i. Facilities Committee report

**MOTION:** To agree it had been decided to set aside Financial Regulation 11 b) and not undergo formal tendering for purchase of the MUGA but instead invite 3 proposals/quotes

**MOTION:** To agree that 3 proposals/quotes were considered correctly in August 2015 and one supplier subsequently awarded the contract.

- ii. Events in the Park and need for application process
- iii. A.S.B. update
- iv. Sports and Recreation Committee update
- v. Grounds maintenance Committee update
- vi. Pavilion/cafe update
- vii. Community Centre update

**16.59 Date of next meeting**

*G Merry,*  
Parish Clerk  
26/5/16

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS**