

East Hagbourne Parish Council

To all members of the Council: you are hereby summoned to attend the Annual Meeting of East Hagbourne Parish Council at East Hagbourne Pavilion on Thursday 4th May 2017 at 7.30pm for the purpose of transacting the following business.

Mrs A. Leigh
Clerk of the Council
01865 865 876

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26 Eaton Village
Eaton, Oxfordshire
OX13 5PR

27th April 2017

Members of the Public are cordially invited to attend

- 1) Election of Chairman and Vice-Chairman
- 2) Attendance, apologies and declarations of pecuniary interest.
- 3) Public Forum and Questions.
- 4) Reports from County Councillor and District Councillor.
- 5) Confirmation of the minutes of the Parish Council Meeting 30th March, 2017.
- 6) Procedural Matters.
 - a) Review of nominations and terms of reference to committees, working groups and non-Council bodies, including cheque signatories.
 - b) Review of standing orders and financial regulations.
 - c) Review of inventory of land and assets including buildings and office equipment.
 - d) Review and confirmation of arrangements for insurance cover in respect of all insured risks.
 - e) Review of the Council's and/or employees' memberships of other bodies.
 - f) Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.
 - g) Other Councillor responsibilities
- 7) Actions from previous meetings
- 8) Items for Discussion/Decision.
 - a) Grass Cutting - review of status
 - b) Donation request from CPRE
 - c) Adoption of the telephone kiosk
 - d) Neighbourhood Plan Progress
 - e) Website Progress
 - f) Anti-social behaviour, Millenium Wood, Bishops Orchard, Recreation Ground
- 9) Items for Report
 - a) Cemetery Committee Report
- 10) Correspondence.
- 11) Finance.
 - a) Expenditure and receipts since the last meeting and account balances.
 - b) Review of Internal Audit report.
 - c) Signing of External Audit paperwork.
- 12) Items for report and inclusion on the June agenda.

ATTACHMENT: Actions from previous meetings

ACTION NO	WHAT	WHO	STATUS
2015-09-03	Pavilion and Bakers Lane Signs	AL	In progress
2016-09-03	Progress web site migration	DR/CG	Item 8e
2016-10-02	Land Registration Documents	AL	In progress
2016-10-03	Close Cemetery Bank Account	AL/DB	In progress
2017-02-01	New Dog Bins	AL	In progress
2017-03-01	Repairs to Upper Cross	AL	In progress