

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 12th May 2016 at 7.30pm for the purpose of transacting the following business.

Mrs L. Dalby
Clerk of the Council
01235 817464

parishclerk@easthagbourne.net

76 Evenlode Drive
Didcot
OX11 7XQ

6th May 2016

Members of the Public are cordially invited to attend

- 1) Election of Chairman & Signing of Declarations of Office
- 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 17th March, 2016.
- 6) Procedural Matters.
 - a) Review of nominations and terms of reference to committees, working groups and non-Council bodies, including cheque signatories.
 - b) New arrangements for the Cemetery Committee.
 - c) Review of standing orders and financial regulations.
 - d) Review of inventory of land and assets including buildings and office equipment.
 - e) Review and confirmation of arrangements for insurance cover in respect of all insured risks.
 - f) Review of the Council's and/or employees' memberships of other bodies.
 - g) Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.
 - h) Other Councillor responsibilities
- 7) Actions from previous meetings
- 8) Items for Discussion/Decision.
 - a) Pavilion Car Park Plans and funding
 - b) Neighbourhood Plan - approval of budget
 - c) New Road Development Application
 - d) Planning Application P16/S0808/O
 - e) EHSRC Report & funding request
 - f) Recreation Ground Grass Cutting
 - g) Bus Subsidy Withdrawal
 - h) Queen's Birthday Celebrations
- 9) Items for Report
 - a) Parish Website
 - b) Cemetery Committee Status
 - c) Allotment Report
 - d) Didcot Garden Town meeting
- 10) Correspondence.
- 11) Finance.
 - a) Expenditure and receipts since the last meeting and account balances.
 - b) Appointment of Internal Auditor
- 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	LD	Requested
2015-10-06	New Dog Bins	LD	Requested
2015-11-04	Reposition Defibrillator	LD	Letter sent
2015-11-05	Web Hosting Service	CG/DR	See Item 9(a)
2015-11-06	Internal Auditor	DB/ID	DONE
2016-01-01	Kingsholme Close support email	LD	
2016-01-05	Car Park Drainage	DR	
2016-01-06	Pavilion Electrical Work	DR/L	Work requested
2016-01-07	Queen's 90 th Birthday Celebrations	All	
2016-02-02	Neighbourhood Plan Consultation	LD	DONE
2016-03-01	Car Park Funding Application	DR	See Item 8(a)
2016-03-02	Grass Cutting Review	LD	
2016-03-03	Appointment Internal Auditor	DB	