

FAIRLIGHT PARISH COUNCIL

Website: www.fairlight.org.uk

Clerk: Mrs Kate Darbyshire

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**To all Members of Fairlight Parish Council, County and District Councillors
Copies to parish notice boards.**

Dear Councillors,

**A MEETING OF FAIRLIGHT PARISH COUNCIL WILL BE HELD
AT 7.00 pm on TUESDAY 23rd MAY 2017 at FAIRLIGHT VILLAGE HALL**

You are summoned to attend the above Parish Council meeting where the following business will be considered.

Signed:



Parish Clerk and Responsible Finance Officer

Agenda for the Annual Parish Council Meeting Tuesday 23rd May 2017

- 1. Apologies for absence**
- 2. Code of Conduct and Disclosures of Interests:** To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda
- 3. Election of Chairperson for the ensuing municipal year**
- 4. Election of Vice Chair for the ensuing municipal year**
- 5. Appointment of members to Committees and Working Groups**
- 6. Appointment of members to official roles within the Council and representatives to outside bodies, for the ensuing municipal year**
- 7. Minutes of the Meeting of Tuesday 25th April 2017.**
 - (a) To note and correct any matters of inaccuracy
 - (b) To approve the minutes and the Chairman to sign as an accurate record
- 8. Matters arising from the Minutes not otherwise on the Agenda**
- 9. Financial Matters**
 - (a) to consider the Annual Governance Statement to go to the external Auditor
 - (b) to approve the Annual Governance Statement to go to the external Auditor
 - (c) Chair or presiding person to sign and date the Accounting statements for which approval has been given, to be sent to PKF Littlejohn External Auditor..
 - (d) Re-adopt Standing Orders and Financial Regulations.
 - (e) To consider 2017-18 Asset Register
 - (f) Note the review by the Clerk of the Parish Council's Insurance cover for 2017/18
 - (g) To consider grant application from Fairlight Playgroup
 - (h) to consider and approve the attached schedule of payments and receipts
- 10. Policies and Practices**

Discuss adopting the draft Policies and Practices on the website

11. Highways and Transport Matters Report

- (a) To receive a report from Cllr Reverend Gibbs.

12. Planning.

- (a) To receive the monthly report from Cllr Leadbetter (attached)
(b) To receive an update on Neighbourhood Planning (attached.)

13. Land Management.

- (a) To receive the monthly report from Cllr King (verbal)
(b) To discuss applying for a Woodland trust Tree pack

14. Country Park and Firehills

- (a) To note confirmation from Murray Davidson, HBC that the Project Board will continue to oversee the strategic implementation of the new centre.
(b) To consider and approve Haydon Luke remaining as the PC representative on the Project Board.

15. Clerk's report

16. County and District Councillors Reports - verbal

17. Correspondence.

- (a) To note several items (attached)

Open Forum

18. Close of Meeting

19. Date of next meeting Tuesday 27th June 2017 - 7.00 pm at Fairlight Village Hall

Schedule of payments and receipts

23rd May 2017

Payments	Gross	VAT	Notes
RSPCA	150.00		John Lutman award for Laurie Beetham
Mrs K Darbyshire	XXXX		May salary & expenses
Mrs V King	XXXX		May Salary
Miss T Robertson	30.00		Bus shelters invoice April 2017
Fairlight Village Hall	1000.00		Grant 2017-18
Zurich Municipal	1169.59		Insurance 1 st June 2017 – 31 st May 2018
AB Fire & Security	49.39		Inv 322103 CCTV Maintenance March 2017
HMRC	73.31		PAYE & NIC Mar 2017 (minus overpayment of £122.83)
Receipts			