

SMEETON WESTERBY PARISH COUNCIL

www.smeetonwesterbypc.org.uk

**A meeting of the Parish Council will be held on Monday 23rd May 2016
at 7pm in the Village Hall.**

Signed: Frances Webster, Clerk

PUBLIC PARTICIPATION: members of the public may speak on agenda items only, for a maximum of five minutes. This section is limited to fifteen minutes in total.

AGENDA

1. Apologies for absence
2. Declarations of Interest
3. Appointment of Chairman and Declarations of Acceptance
4. Minutes of the last meeting held on 15th March 2016
5. Council vacancies

Matters arising

6. Traffic Calming Measures – correspondence from Matthew Hopkins
7. VAS and Insurance
8. Painted lines on Highway
9. Allotment Summer Inspection and Risk Assessment
10. Insurance Policy Renewal
11. Neighbourhood Planning
12. Harborough District Council Green Spaces Consultation
13. Harborough District Council Transparency Fund and Website
14. Parish Council laptop

Audit and Finance

15. Approval of annual governance statement
16. Approval of 2015/16 year end accounts
17. Approval of 2015/16 Annual Return
18. Approval of bank and budget reconciliation
19. Intermediate Audit Requirements
20. Bank Mandate

Payments for Approval

21. F. Webster: salary for April and May 2016
Ilan Fraser: internal audit fee
4 Counties: grounds maintenance
Zurich: insurance policy
HMRC: income tax
Autela: payroll

Planning Applications:

22. Mr P Staniforth, erection of Detached Dwelling (land by 17, Mill Lane)

Any other business including date and time of next meeting