

LEIGH PARISH COUNCIL

Agenda of a Parish Council Meeting (including Parish Council Annual General Meeting) to be Held at Leigh Village Hall at 7-30pm on Tuesday 21st May 2019.

ITEM NO	AGENDA ITEM	LEAD BY:
	<u>Opening Remarks.</u>	Chairman
Annual Meeting for Leigh Parish Council		
1	<u>Declarations.</u> All Councillors, post-election 2 May 2019, to sign Acceptance of Office pre-LPC meeting on 21 May 2019.	LPC
2.	Elections in meeting Chairman and Vice-Chairman - to sign undertaking in meeting. 2.1. <u>To Elect LPC Chairman.</u> Elected Chairman to take the chair for the rest of the meeting. 2.2. <u>To Elect Vice Chairman.</u> <u>To appoint Clerk and RFO</u>	LPC
3	<u>Finances and Accounts 1 April 2018/ 31 March 2019</u> Annual Governance and Accountability Return (Part 3 as the income / expenditure exceeds £25K) is prepared to reflect Leigh Parish Accounts for the previous Financial Year and has been submitted for internal audit, to be completed by 21 May 2019. These accounts are available for examination. It is proposed that Leigh Parish Council: 1. Approve its End of Year accounts (18/19) 2. Approve the (page 4 of 6) Governance Statement 3. Approve the Accounting Statements (page 5 of 6) for External Audit Document for year ended 31 March 2019 4. Review and approve the LPC Asset Register for year ended 31 March 2019 5. Review and approve the LPC Risk Assessment for year ended 31 March 2019 <u>Appointment of Internal Auditor for 2019/20.</u>	Chairman
4.	<u>Review of Standing Orders.</u> Annual review of Parish Standing Orders currently dated 20 May 2014 (last amendment) and based on the NALC template document dated December 2013.	LPC
5.	<u>Dorset APTC.</u> Parish Membership of DAPTC and to appoint representation, if any. 5.1. Membership subscription held over for LPC Meeting payments.	LPC
6.	<u>Appointment of Committee(s) and Lead Representatives.</u> Following	

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	<p>areas of interest and activity to be represented, including but not exclusively – current incumbents noted:</p> <p>Boyle’s Trust: Current Trustee - Christopher Fox vice Diana West</p> <p>Flooding: Cllr Alan Bennett</p> <p>Footpaths: Rachel Graham</p> <p>Leigh Parish Church (St Andrew’s)</p> <p>Neighbourhood Plan: TBC</p> <p>Transport / NORDCAT: Cllr Cate Dixon</p> <p>Planning: Cllr Cate Dixon</p> <p>Play Park: Cllr Graham Bugler</p> <p>Village Green: Cllr Sandra Scutt</p> <p>Village Hall: Cllr Sandra Scutt</p>	All / LPC
	<u>PARISH COUNCIL MEETING [19:30+ +]</u>	
1.	Apologies for Absence:	Clerk
2.	Declarations of Interest:	Councillors
3.	<p>LEIGH PARISH COUNCIL MINUTES</p> <p>To Formally agree Minutes of Previous Leigh Parish Council Meeting 19th March 2019 – circulated and displayed.</p> <p style="padding-left: 40px;">3.1. Chairman to sign.</p> <p style="padding-left: 40px;">3.2. Matters Arising that are not already on this meeting’s agenda.</p>	Chairman
4.	<p>FINANCES OVERVIEW: Current Year and Budget</p> <p>Spreadsheet for current year</p> <p style="padding-left: 40px;">4.1. <u>Insurance Renewal</u>: Review for renewal due by 1 June 2019.</p> <p style="padding-left: 40px;">4.2. <u>Village Green sub account</u>: to transfer £9,975 from unallocated funds to the Village Green sub account. This sum represents the residue of the £40,000 PWLB loan (less the £25 admin charge).</p> <p style="padding-left: 40px;">4.3. <u>To approve Clerk’s salary for FY 2019-20</u>. To be paid, with effect from 1 April 2019, as SCP 16 (NALC national salary award for FY 2019-20, dated 7 Dec 2018) - £9.96 per hour. Annual cost to PC (at 4 hrs per week): £2,071.68</p>	Chairman
5	<p>APPROVAL OF PAYMENTS – Schedule of agreed payments made since previous meeting and payments for agreement attached for consideration in meeting.</p>	

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6	PLAYPARK UPDATE	Cllr Bugler
7.	<p>VILLAGE GREEN UPDATE</p> <p>Once purchase of 4.03-acre field is complete, to resolve to:</p> <p>7.1. Within the balance held in the Village Green sub account, approve and settle invoices associated with the costs of purchasing the field (Battens; Symonds and Sampson; Porter Dodson), as and when received.</p> <p>7.2. Apply for change of use planning permission for the northern half of the field and authorize the payment of the associated application fee.</p> <p>7.3. Draft Terms of Reference for a Village Green committee, for consideration and approval at the July PC meeting.</p> <p>7.4. Agree to its use for the 20 July 2019 Food Fair and 1 September 2019 car boot sale.</p>	Chairman
8	<p>PLANNING</p> <p>To consider Planning Matters – following changes since previous meeting:</p> <ul style="list-style-type: none"> • WD/D/18/002918 – Carpenters Arms DT9 6HJ. Division of dwelling into two maisonettes. Decision notice 4 May 19 – approved. • WD/18/003003 – Greylands DT9 6HL. Replacement windows. Decision notice 29 April 2019 – approved. • WD/D/19/000775 – Brookside Cottage DT96HJ. Partial retrospective permission for fence panels and piers – response extended and submitted in letter form 13 May 2019 as objection with reasons outlined. • WD/D/19/001092 Black Barn Farm, Back Dove, DT9 6JD consultation on website from 16 May 2019 – consultation end date TBC. <p>Minerals consultation process in east of county, general information.</p>	Clerk
9.	CORRESPONDENCE RECEIVED.	Clerk
16.	ITEMS OF AN URGENT NATURE – SUBJECT TO CHAIRMAN'S APPROVAL	
17.	<p>DATES OF NEXT MEETINGS:</p> <p>Next LPC meeting at 7-30pm on Tuesday 16th July 2019, subsequent meetings (Hall booked) are: 17 September and 19 November 2019</p>	Chairman