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## **Meeting of the Parish Council**

### **To all members of the Bluntisham Parish Council**

You are hereby summoned to attend the meeting of the Bluntisham Parish Council on Wednesday 3<sup>rd</sup> May 2017 at 8.00pm in the Village Hall, Mill Lane, Bluntisham for the purpose of transacting the following business.

Members of the public are invited to address the Council at the Open Forum regarding any item listed below from 8.00pm – 8.15pm

#### **AGENDA**

- 1 Election of Chairman
- 2 Chairman to sign Declaration of Acceptance of Office
- 3 Annual report from the Chairman
- 4 Election of Vice Chairman
- 5 Election of Responsible Finance Officer
- 6 Election of Committees and Representative
- 7 Election of Village Charities Representative
- 8 Confirmation of Internal Auditor for FY2017/18
- 9 Adoption of Code of Conduct – identical to the one formally accepted by Huntingdonshire District Council at its meeting held on 4 July 2012, excluding references to Cabinet not relevant to Parish Councils. (Localism Act 2011 refers)
- 10 Adoption of Standing orders – Model Standing Orders for Local Councils NALC 2013
- 11 Adoption of Financial Regulations – NALC 2013
- 12 Adoption of Financial Risk Assessment
- 13 Adoption of Risk Management Policy
- 14 Adoption of Model Publication Scheme
- 15 Adoption of Complaints Procedure
- 16 Adoption of Equal Opportunities Policy
- 17 Adoption of Data Protection Policy
- 18 Annual Meeting Walk – declaration of ownership and reaffirmation of intention of Parish Council to forbid vehicular crossing of the Meeting Walk footpaths
- 19 Members to sign new Register of Members Interests
- 20 Councillors to sign Declarations of Acceptance of Office

#### **End of Annual Meeting of the Parish Council. May meeting continues for the purpose of transacting the following business:-**

- 21 Dispensation Forms received and decisions given
- 22 Declarations of interest for items on the agenda
- 23 Apologies for absence
- 24 Minutes of the Parish Council meeting dated 5<sup>th</sup> April to be approved and signed by the Chairman
- 25 Matters arising from previous minutes
- 26 Approve the Annual Governance Statement – Annual Return
- 27 Chairman to sign the Annual Return
- 28 Approve the Accounting statement – Annual Return
- 29 Chairman to sign the Annual Return
- 30 FY2017/18 Accounts to end April 2017
- 31 Accounts for payment for April

- BACS run 28.4.17
- 32 Authorise any purchase orders for April
- 33 County Council & District Council reports
- 34 Community Speedwatch – update from Martin Crowhurst
- 35 Open Morning – feedback to include 5 year plan
- 36 Insurance – agree new policy
- 37 Village hall security
- 38 CAPALC – membership
- 39 100 club
- 40 Ouse Valley Way – monthly monitoring
- 41 Planning:
  - Suggest separate planning committee
- 42 Village Maintenance
  - Trees – identify any potential problems ahead of site visit from HDC 25.5.17
  - Village hall front garden
  - Land registry update – Meeting Walk hedge
  - Village walkabout – agree date
- 43 Committee updates:
  - HMC meeting – Meeting 10<sup>th</sup> April
  - Finance meeting – TBA
  - Allotments committee
- 44 Items for consideration (for information only)

*Tracey Davidson*

Tracey Davidson  
Parish Clerk