

Hopesay Parish Council

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. Members of the public and press are welcome to attend the meeting.

The **ANNUAL** meeting of HOPESAY PARISH COUNCIL will be held at Aston on Clun Village Hall at 7:30 pm on **MONDAY 20th MAY 2019**

Signed by Clerk: Mrs Meg Gwilliam

A G E N D A

- 1 **ELECTION OF CHAIRMAN**: To elect a chairman for the coming year and to receive the Chairman's Declaration of Acceptance of office
- 2 **ELECTION OF VICE-CHAIRMAN**: To elect a Vice-chairman for the coming year
- 3 **APOLOGIES FOR ABSENCE**:
- 4 **CO-OPTION of NEW COUNCILLORS**: To co-opt any new councillors, and receive Declarations of Acceptance of Office
- 5 **DECLARATIONS OF INTEREST and written requests for dispensations**: to receive a) declarations of disclosable pecuniary interests; b) declarations of personal interests; c) to note outcome of any written dispensation requests
- 6 **MINUTES OF MEETINGS**: To approve minutes of meeting held 29th April 2019.
- 7 **REPRESENTATION on OUTSIDE BODIES**: a) Aston Village Hall Committee, b) SALC area committee (Shropshire Association of Local Councils). P3 Group & LJC currently inactive.
- 8 **CONTINUATION of COMMITTEES & WORKING GROUPS**: Arbor Tree Enclosure group
- 9 **REVIEWS**: Dates of forthcoming meetings up to the next APCM. Subscriptions to SALC & SLCC. Reviews of Complaints Procedure, Publication Scheme, other Policies; to be DEFERRED.
- 10 **PUBLIC PARTICIPATION**: To allow members of the public to address the meeting in relation to the business to be transacted at the meeting (maximum 3 minutes per individual)
- 11 **UNITARY COUNCILLOR REPORT**: To allow Unitary Councillors present to give an oral report.
- 12 **UPDATES ON MATTERS FROM PREVIOUS MINUTES**:
- 13 **ANNUAL PARISH MEETING OUTCOMES**: To review comments given by members of the public and to consider what if any action can be taken
- 14 **PLANNING**: No new applications
- 15 **CORRESPONDENCE**: Including Shropshire Council joint energy agreement, CIL Expression of Interest form meeting, OPCC survey, temp road closures B4385 Brampton road 31st May – 21st June, Round Oak Cheney Longville 8th – 9th July, Community litter pick info.
- 16 **PLACE PLAN**: To review the draft Place Plan and agree amendments
- 17 **FINANCE**: To receive the Finance report, To approve invoices to pay: staff costs £492.32, insurance renewal £330, grass cutting £243.60, Community Shop £37.60, office supplies (paper, envelopes, laminating pouches) £46.77p.

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- 18 **ANNUAL RETURN**: To receive the internal auditors report, and **approve** and authorise the signing of the Annual Governance Statement (Section 1). To **approve** and authorise the signing of the Accounts (Section 2). To **authorise** the signing and submission of the Exemption Certificate to the External Auditor. To **note** the public inspection period.
- 19 **ARBOR DAY**: To receive any information updates
- 20 **ASTON GREEN, improvements**: To consider purchase of replacement picnic tables/benches, 3 for £950 + VAT, accessible table £475 + VAT.
- 21 **RISK REGISTER rolling review**: To review risks as required
- 22 **MEETINGS ATTENDED**: To receive brief reports of meetings attended.
- 23 **REPORTS of PARISHIONERS ISSUES, FUTURE AGENDA ITEMS**: For information or routine action by the clerk only. Matters requiring a Council debate / decision will be added to a future agenda
- 24 **NEXT MEETINGS**: Mondays 17th June, 15th July, 19th August, 16th September 2019.