

HILLESDEN PARISH COUNCIL

Clerk to the Council: Ruth Millard hillesdenparishclerk@tiscali.co.uk

Councillor

**You are hereby summoned to attend the Annual Parish Council Meeting on
Tuesday 14 May 2019 at 7.30 pm, in All Saints Church, Hillesden.**

Issue date – 09 May 2019

The meeting will commence at 7.30pm for the purpose of transacting the following business

AGENDA

- 21/19 Nomination & Acceptance of Chairman**
- 22/19 Nomination & Acceptance of Vice Chairman**
- 23/19 Attendance and apologies;** To receive and accept any apologies.
- 24/19 Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Hillesden Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 25/19 Approval of Minutes;** To agree the minutes from the Parish Council Meetings held in the Hillesden House, Hillesden on Tuesday 12 March 2019.
- 26/19 Review & of Standing Orders**
- 27/19 Review & of Financial Regulations**
- 28/19 Risk Assessment**
- 29/19 Appoint representatives i.e. LAF**
- 30/19 Review inventory of Assets**
- 31/19 Confirmation of Insurance cover**
- 32/19 Review of the Councils subscriptions to other bodies i.e. BALC, SLCC, AVALC**
- 33/19 Review of the Councils Complaints Procedure for 2019**
- 34/19 Review of the Council's Publication Scheme for handling requests made under the Freedom of Information & Data Protection Act**
- 35/19 Determine the time & place of ordinary meeting of full Council up to and including the next annual meeting of the Full Council**
- 36/19 GDPR;**
 - a. To agree Privacy Policy and Notice
 - b. To agree Information Policy
 - c. To agree Retention of Documents Policy
 - d. To agree GDPR Data Audit
- 37/19 Annual Governance & Accountability Return 2018/19;**
 - a. Members to consider the findings of the review.
 - b. Members to approve the Annual Governance Statements
 - c. To agree the Bank reconciliation for 31 March 2019
 - d. To agree the Explanation of Variances
 - e. To agree the Accounting Statement for the Internal Auditors report
 - f. To agree to send a Certificate of Exemption to the external auditor
 - g. To agree the dates of the period for the Exercise of Public Rights
- 38/19 Finance & Accounts.**
 - a To draw cheques for this meeting and ratify cheques drawn since the last meeting.
- 39/19 Planning;** no new applications at this time
 - i. Members to discuss any update to alleged unauthorised sitting of a caravan and Scaffolding business update.
 - ii. Members to discuss the alleged unauthorised sitting of a caravan/ mobile home and running a caravan storage business at Hollow Tree Farm (land south of westfields).
- 40/19 Highways and footpaths;**
 - i. Discuss any issues/complements regarding grass cutting.
 - ii. To report any issues or updates regarding the highways.
- 41/19 Correspondence and communications including reports on Local Area Forum, The Greatmoor EFW - Community Liaison Group, East West rail link, HS2 and training courses;**
- 42/19 Open forum for Councillors;** to bring any matters to attention to be added to the next meetings agenda
- 43/19 Date and time and venue of the next meeting;** The next General Parish Council Meeting will be held at All Saints Church on Tuesday 9 July 2019 at 7.30 pm

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Ruth Millard - Parish Clerk

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38/19 Finance & Accounts.

Payments for March 2019

HMRC	4th Quarter	LGA 1972, s112	Chq 100441	5.80
ER Millard	Jan, Feb, Mar Salary 2019	LGA 1972, s112	Chq 100442	660.83

Income

....3259	03 December 2018	Interest	1.28
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Bank Statements

Business Premium3259	28 Dec 2018	2573.72
Community8982	28 Sept 2018	7812.85