

# Barkestone, Plungar & Redmile Parish Council

The annual meeting of the Parish Council will take place on Tuesday 16 May 2017 at 7:30pm  
in Plungar Village Hall

All Councillors are summoned to attend; with members of the public & the press invited to attend.

*Sharon Pyke*  
*Parish Clerk*  
*07 May 2017*

## AGENDA

- Ref: Subject:
- 001/17 To elect the Chairman of the Parish Council & to receive the Chairman's declaration of acceptance of office form
- 002/17 To receive apologies
- 003/17 To receive declarations of interest in respect of items on the agenda
- 004/17 To remind Councillors to review their Declaration of Interest forms
- 005/17 To elect the Vice Chairman of the Parish Council & to receive the Vice Chairman's declaration of acceptance of office form
- 006/17 To co-opt the new Parish Councillor for Barkestone
- 007/17 To agree the schedule of Parish Council meetings up to & including May 2018
- 008/17 To review Parish Council governance & policies
- (a) To adopt the revised Standing Orders (limiting the duration of meetings)
  - (b) To adopt the Risk Assessment policy
  - (c) To adopt the Data Protection policy
  - (d) To review Financial Regulations
  - (e) To review the Code of Conduct
  - (f) To review the Complaints procedure
  - (g) To consider adopting a Social Media policy
  - (h) To identify any other policies required
- 009/17 To acknowledge the Parish Clerk attaining her CiLCA qualification
- 010/17 To agree the 2016-2017 annual reimbursement of working from home expenses for the Parish Clerk
- 011/17 To review & agree the Parish Clerk's employment terms
- (a) To acknowledge as per the Parish Clerk's contract, the 1 spinal column increment for attaining her CiLCA qualification
  - (b) To review the number of hours per week – currently 10 hours per week
  - (c) To review the salary scale – as at 01 May 2017, Spinal Column Point 23
- 012/17 To approve & sign the minutes of the Parish Council meeting held on 11 April 2017
- 013/17 To receive reports from the Borough & County Councillors
- 014/17 Planning:  
For consideration:
- (a) 17/00476/FULHH – Charlotte's Cottage, 13 The Green, Barkestone
  - (b) 17/00507/FUL – The John Dory, 2 Rutland Square, Barkestone
- Decisions:
- (c) 17/0222/FULHH – 8 Harby Lane, Plungar – Approved – the Parish Council did not object to this application
- 015/17 Assets of Community Value (ACV)
- (a) To consider any further action in regard to The Windmill
  - (b) To consider any further action in regard to The John Dory
- 016/17 To receive any update on the Melton Local Plan
- 017/17 Donations:
- (a) To agree the amount of the donation to be made to the volunteers nominated charities
- 018/17 Financial:
- (a) Current account balance at 30 April 2017: £16,643.88; Deposit account balance: £10,696.78
  - (b) Bank statement matches receipts and payment listing
  - (c) To check for accuracy, the calculation of the Parish Clerk's salary from 01 May 2017
  - (d) To sign the Direct Debit forms for Nest pension contributions
  - (e) Income received since 11 April 2017: £10,041.49 – Melton Borough Council – 1<sup>st</sup> payment of Precept & Council Tax Support Grant
  - (f) Payments required: Sharon Pyke - £465.75 May Salary & Plungar Village Hall - £10.00 - Hire
  - (g) Direct Debits: Eon - £118.38 Street Lighting
  - (h) To agree to continue to pay by Direct Debit: Eon & Nest

- 019/17 Play Area:
- (a) Monthly Reports
  - (b) Update on the contact with the Belvoir Estate for a new lease
  - (c) Discuss current funding raising & agree approach to applying & securing grant funding
  - (d) Review draft of wording relating to the definition of an event which will be included in a new sign at the Play Area
- 020/17 Plungar War Memorial:
- (a) To thank Mick Hodges for his work over the last 15 years in tending & keeping the War Memorial ever colourful
  - (b) To identify a new volunteer to take over from Mick Hodges
- 021/17 Footpaths & Towpaths:
- (a) Report submitted by Footpath Warden – Ken Brockway
  - (b) Update on the meeting with Robert Braithwaite from the Canal & River Trust
- 022/17 Newsletter:
- (a) Discuss progress
- 023/17 Parish Council Responsibilities:
- (a) Status of repairs & refurbishment
  - (b) Contact with the Borough or County Council over local repairs/refurbishment
- 024/17 Councillors Reports:
- 025/17 Clerk's Report:
- (a) To thank Barkestone residents for stepping in to host John Kitching (V) on Sunday 30 April 2017
- Date of next meeting: June meeting date to be confirmed