

**MEMBERS ARE SUMMONED TO THE ANNUAL MEETING OF
DRIFFIELD AND HARNHILL PARISH COUNCIL/PARISH MEETING
AT THE RAU Harnhill Innovation Centre – Thursday 9th May 2019
7.00 p.m. The Public and Press are Welcome**



Lisa Dent - (Clerk Driffield and Harnhill Parish Council)

A G E N D A

Public speaking

1. Governance

1. Nominations and election of Chairman for ensuing year

Nomination, vote and confirmation of Election followed by completion of Declaration of Office.

2. Nominations and election of Vice-Chairman for ensuing year

Nomination, vote and confirmation of Election followed by completion of Declaration of Office.

3. Declarations of Members Interest on items on agenda

4. To ratify the Minutes of 8th May 2018 – Annual Meeting

5. To approve Minutes of Parish Council Meetings of Tuesday 12th March 2019

6. To note receipt of new councillors Declaration of Office and agreement to Code of Conduct and inform of completion regarding Declarations to Interest

7. Matters Arising from previous Parish Council meeting March 2019

2. Financial

1. To **RESOLVE** A Whitaker remain as bank signatory until new mandate request is approved for the purpose to maintain financial payments.

2. To receive bank reconciliation to date

3. To **RESOLVE** payment Clerks invoice Mar 2019 £121.62

4. To **RESOLVE** HMRC PAYE Payment for above salary £31.80

5. To **RESOLVE** payment Clerks invoice April 2019 £153.42 (No PAYE due)

6.. To **RESOLVE** Insurance arrangements/payment commencing 1st June 2019 – Zurich (if available)

7. To **RESOLVE** Commattic invoice payment for annual parish council website charges (if available)

8. To **RESOLVE** Donation request Parish BBQ/Tug of War (Lower Farm field) on Friday 5th July

9. To **RESOLVE** financial turnover for financial year 1st April 2018 to 31st March 2019 and to certify the turnover as lower than £25,000 - Clerk and Chair to sign declaration and contact details and proceed to internal audit

3. Reports

1. Clerks Report

2. Gloucs CC Report

3. Cots Dist Council Report

4. Christian Healing Centre Report

4. Planning 19/01436/FUL. To **RESOLVE** comment. *Full application for 2 storey side extension and pitched roof garage, 3 Church Lane Cottages, Harnhill, Cirencester- comment:closing date 23/05/19*

5. Community

1. Request for information re emergency plan

6. Correspondence

7. Any other business

8. General Public Comments/closing comments/Chairman to close meeting

9. DONM – ‘Extra’ meeting to receive accounts and verify Governance post internal audit and payment of annual insurance prior to policy start date 1st June 2019. Councillor roles and responsibilities.