

Hatley Parish Council

Clerk to the council: Leanne Bacon, 55 Fairfield, Gamlingay, Beds, SG19 3LG

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Dear Sir/Madam,

I HEREBY GIVE YOU NOTICE that an ordinary and annual meeting of Hatley Parish Council will be held at the Village Hall on **May 21st 2013**

All members of the Council are hereby summoned for the purposes of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Ordinary Meeting (Closed session) at 7.15pm

A G E N D A

1. Apologies
2. Interests. i. To receive declarations of interest ii. To receive and consider dispensation applications for items on this agenda.
3. To resolve that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 and in view of the confidential nature of business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw whilst matters pertaining to item 4. are discussed
4. Staffing matters
5. Closure of meeting

Followed immediately by:

Annual Parish Meeting 7.30pm

A G E N D A

1. Apologies – A Pinney
2. Minutes of the Annual Parish Meeting May 15th 2012
3. Matters Arising
4. Chairman's Annual Report
5. Reports:-
 - a. St Denis Local Nature Reserve Management Group – N Jenkins
 - b. Little Gransden Aerodrome Consultative Committee – M Astor
 - c. Hatley Website Group – N Jenkins/P Mann
 - d. Hatley Village Association
 - f. Village hall - M Marshall
6. Report from County and District Councillors – S Kindersley and B Smith
7. Accounts for the Council period ending 31 March 2013:

INCOME AND EXPENDITURE ACCOUNT 2012/13

	2011/12	2012/13
Balance brought forward	5177.93	6546.29

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Add Total Receipts	4956.60	6285.40
Less Total Payments	(3588.24)	(4149.18)
Balance carried forward	6546.29	8682.51

RECONCILIATION AS AT THE CLOSE OF BUSINESS ON 31 MARCH, 2013

Current Account	6546.29	8682.51
Plus:	0	0
Uncleared credits		
Less:	0	0
Cheques drawn but not debited		
Balance	6546.29	8682.51

8. Questions from Electors
9. Time and Date of Next Annual Parish Meeting - 20th May 2014.

Followed by:

Annual Meeting of Hatley Parish Council

A G E N D A

1. Apologies
2. Election of Chairman for 2013/2014
3. Election of Vice-Chairman for 2013/14
4. Signing of the Acceptance of Office - Chairman
5. Interests. i. To receive declarations of interest ii. To receive and consider dispensation applications for items on this agenda
6. Minutes of Meeting of 15th January 2013
7. Matters Arising – i. Village hall electricity supply. li. Speed reduction – progress of application.
8. Insurance – to review cover
9. To review Risk Assessment – To consider Rospa report on play equipment and replacement costs.
10. To review Standing Orders, Financial Regulations and Code of Conduct 2012 – Revised description of seven principals of public life issued Jan 2013.
11. Finance i) Payments for approval – Salary L Bacon, Annual Insurance premium, CPALC annual membership £76.43, ACRE annual membership £30, Society of Local Council Clerks annual membership £13.70 (5% contribution), Hatley Park Estate – water bill village hall £17.73. Mu Mu Media (website hosting) £84. Note that payment to Eon for £41.60 was approved and paid. ii) To approve the accounting statements and annual governance statement 2012/13.
12. Correspondence: To consider any received. Cambridgeshire Bobby Scheme – information.
13. Time and Date of Next Meeting 16th July 2013

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