



Parish Councillors are summonsed to attend the next Hapton Parish Council meeting which will be held on Monday, 9th October 2017 at 7:00pm.

All members of the public are invited to attend

**Hapton Parish Council Meeting
Monday 9th October 2017
7:00pm**

PARISH COUNCIL MEETING AGENDA

1. Apologies for Absence and Reasons given
2. Declarations of Disclosable Pecuniary Interest
 - 2.1 Members are invited to declare any Disclosable Pecuniary Interests they have may have in any matter identified for discussion at the meeting.

The meeting will be adjourned to welcome any comments from members of the public present.

 - ***Public Questions***
 - ***Police report if present***
 - ***County Council report if present***
 - ***Borough Council report if present***

Formally reconvene the Parish Council meeting
3. Minutes of the last meeting held on Monday 11th September 2017
 - 3.1 To approve, as a correct record the minutes of the last Parish Council meeting held on Monday, 11th September 2017.
4. Matters Outstanding from the minutes as listed:
 - PACT meetings update - JG
 - Land Search – JL & CD
 - Recreation Ground – JG
 - Councillor Details – AD
 - Tree Location – JG
 - Adverts
 - CVS – JD
 - Risk Assessment – CD

5. Updates – for information only

- 5.1 Website – 123 Unique Visitors and 284 Page views
- 5.2 Facebook
- 5.3 Events

6. Councillors Reports – including reports from representatives of outside bodies for information only.

- 6.1 Community Centre Update

7. Lengthsman

- 7.1 Approval of Lengthsman Jobs for the month.

8. Allotments

- 8.1 Rent List Update
- 8.2 Waiting List
- 8.3 Maintenance
- 8.4 New Applications – No Applications

9. Planning applications - To receive any planning applications

- 9.1 To receive applications.

10. Financial report

10.1 Expenditure

10.1.1 Briercliffe Scribe - Paid	£85.67	100203
10.1.2 L. Abram Internal Audit – Paid	£150.00	100204
10.1.3 G Kendall – Paid	£150.00	100205
10.1.4 T Wilkinson Allotment Bond - Paid	£200.00	100206
10.1.5 Clerk's Salary – September (Standing Order) Paid	£184.48	S/O
10.1.6 HMRC Clerk Tax Jul, Aug & Sep	£138.36	100549
10.1.7 M J Greenwood Lengthsman September Paid	£400.00	S/O
10.1.8 M J Greenwood Lengthsman additional	£tbc	100550
10.1.9 BDO	£240.00	100551

September Bank Balances – Fundraising Account	£1,714.65
Expenses Account	£tbc
Environmental Account	£tbc
TOTAL	£tbc

- 10.2 Budget Monitoring Report and Bank Reconciliations
- 10.3 Annual Return and External Audit Report
- 10.4 Review of Policies
 - 10.4.1 Standing Orders
 - 10.4.2 Financial Regulations
 - 10.4.3 Asset Register
 - 10.4.4 Risk Assessment
 - 10.4.5 Publication Scheme
 - 10.4.6 Effectiveness Of Internal Audit

11. Clerk's Report including correspondence

- 11.1 LCR Magazine

12. Visual audits

13. Chapter of the Good Councillor Guide.

14. Date of the next meeting Monday 9th October 2017, at the Community Room, Ruskin Grove, 7:00pm