

HARLTON PARISH COUNCIL

**Notice of Annual Parish Council Meeting**

**Tuesday 21 May 2019 at 7.30 pm, Harlton Village Hall**

*The Public and Press are cordially invited to be present*

**AGENDA**

1. Election of the Chair of the Parish Council
2. Election of Vice-Chair of the Parish Council
3. Receipt of any updated Disclosable Pecuniary Interest Forms and Declarations of Interest from Councillors for any items pertaining to the agenda listed below.
4. Apologies for Absence
5. To approve and sign the minutes of the meeting held on 26 March 2019 as a correct record
6. Public Participation – with the Chairman’s consent, for members of the Public to speak on matters that concern the Parish
7. To ratify the appointment of Kim Quince as Clerk and Responsible Financial Officer. Clerk/ RFO. Salary review for 2019
8. Review and ratification of the Parish Council Standing orders
9. Review and ratification of the Financial Regulations and effectiveness of the system of internal controls
10. To receive reports on business actions from previous meetings and feedback from the Annual Parish Meeting 30 April 2019
11. Planning: SCDC Parish Consultation:

S/1465/19/FL, Lordsbridge Farm, Cambridge Road, erection of replacement dwelling and garage  
S/1452/19/FL, 54 Eversden Road, one and a half storey, four bedroom dwelling on land to the west of 54 Eversden Road.

S/1223/19/VC, 26 Haslingfield Road, variation of conditions 1 of planning permission S/1292/18/RM

**12. Finance:-**

Annual Governance and Accountability Return (AGAR) 2018/19 and internal audit

- Dates for the publication of Exercise Public Rights
- Approval of the Annual Governance Statement
- Approval of the Annual Accounting Statements
- Resolution that the parish council meets criteria for 2018/19 to be exempt authority /completion of the Certificate of Exemption

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Resolution to approve order of invoice payments and bank transfers/standing order payments

- £519.20 Salaries
- £180.81 CAPALC Affiliation membership fee
- £76.00 SLCC Annual membership fee
- £132.60 Playsafety Ltd, Annual RoSPA Inspection
- £26.00 K. Quince re village meeting refreshments
- £43.80 HMRC
- £300 Little Owls grant ( March)

Receipts, £1.00 – village hall rent, VHT (2019/20), £43.80 Clerks PAYE contributions, £50 Church & Village donation.

**13.** To consider the ROSPA Annual Inspection Report 2019 for the Playground

**14.** Reports and discussion for ongoing items:-

- Village Hall Trustee Liaison:
- Management of the Clunch pit:
- Defibrillator for the village
- Monthly children's playground inspection

**15.** To discuss and consider correspondence:

2019/04/08 CCC Highways Survey  
2019/04/1 Greater Cambridge Planning Policy Monthly Update  
2019/04/11 HPCC Thank you letter  
2019/04/11 CBRR Information request re Response East West Rail Consultation  
2019/05/14 Heidi Allen MP Newsletter  
2019/05/14 Water Petition and Environmental motion

**16.** Incidents and observations relating to the village

**17.** Matters for consideration at the next meeting

**18.** To approve date & time of next meeting: Tuesday 26 June 2019

Signed..... Dated 14 /05/2019