Issued by the CLERK: Stephen Mansfield of Under The Hill Cottage, Earl Sterndale, SK170RN

Tel: 01298 83308 swmde52@yahoo.co.uk

TO: The Chair and Members of Warslow & Elkstones Parish Council comprising;

|  |  |
| --- | --- |
| Chair | Councillor Amy Wardman |
| Vice-Chair | Vacant |
|  | Councillor Charles Barker |
|  | Councillor Jane Prince |
|  | Councillor Douglas Titley |
|  | Councillor Stuart Gould |
|  | Councillor Lee Wilson |

You are summoned to attend the next meeting of Warslow & Elkstones Parish Council to be held at Warslow Village hall at **7:30 pm on January 16th 2017** for the purpose of transacting the business listed on this agenda.

Signed by Stephen Mansfield **.........................................................................**

Clerk, R.F.O. & Proper Officer to Warslow & Elkstones Parish Council

**AGENDA (MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND)**

|  |  |  |
| --- | --- | --- |
| Order | Item | Vary |
| 1 | To sign the attendance register and to hear the Chair declare the meeting open.  To receive any Apologies for Absence of the above summoned members.  To witness members of the Public identifying themselves and being handed the document “Advice to members of the public attending parish meetings”.  To discuss the election of a Vice-Chair. |  |
| 2 | To consider any requests for Variations of Order of Business. |  |
| 3 | To make any Declaration of Members' Interests and to consider requests for dispensations from members on matters in which they have a disclosable pecuniary Interest. Signing of Lee Wilson's forms. |  |
| 4 | To determine which items, if any, from this Agenda should be taken with the public excluded (Public Bodies (Admission to Meetings) Act 1960) and defer such items to be taken under item 16 of this agenda. |  |
| 5 | To confirm the Minutes of the Parish Council meeting held on 21st November 2016 |  |
| 6 | To discuss any matters arising from the Minutes of the Parish Council meeting held on 21st November 2016 or earlier meetings. |  |
| 7 | To hear members of the public speaking: At the discretion of the Chair of the meeting, a period of not more than 10 minutes will be made available for members of the public to address the meeting or comment on any matter on this agenda. |  |
| 8 | To make and hear reports on Parish managed works, including the lengthsman scheme, or works being undertaken in the Parish but managed by other agencies. |  |
| 9 | To instruct the Clerk to make reports on Highway defects to SCC. |  |
| 10 | To Conduct a periodic review of Council policies, etc:   * To examine budget projections for 2017/2018 * To establish precept requirements for 2017/2018 |  |
| 11 | Planning  1. To review the Clerk’s responses to previously considered applications  2. To consider new applications and frame responses  3. To hear notifications of Planning Decisions |  |
| 12 | To hear the Chairman’s announcements |  |
| 13 | To hear updates from the Clerk and question the Clerk on any matter.  13.1 Lengthsman scheme;  Email received re termination of scheme.  Invoicing for work completed.  Next and final invoicing; Obtaining timesheets from lengthsmen on time.  13.2 Discussions with bank and improvements to interest received.  13.3 Research on “assets of community value”. |  |
| 14 | Finance  a) To note current bank balances and transactions dated since the last meeting and reconcile balances and transactions with the Parish Accounts Records  b) To authorise payment of the following liabilities of the Parish Council  c) To sign bank forms for new signatories. |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Chq No | Payee/Voucher Number | Item | Amount |
|  | S.Mansfield | Clerk Salary |  |
|  | S. Mansfield | Clerk Allowance/expenses |  |
|  |  | **TOTAL** |  |

|  |  |  |
| --- | --- | --- |
| 15 | To agree the date of the next meeting – proposed as - Monday 20th March 2017 |  |
| 16 | In the case that the Chair considers it necessary for one or more items on this agenda to be discussed in confidence (in respect of item 5 of this agenda), to move the following resolution which is *“In view of the confidential nature of the 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.”*  To proceed and consider the confidential items. |  |

The Time of Closure of the meeting by the Chair will be recorded by the Clerk.