

CAYTHORPE AND FRIESTON PARISH COUNCIL

Dear Councillor,

You are hereby summoned to attend the Annual meeting of:

**Caythorpe and Frieston Parish Council
to be held on Wednesday 3rd May 2017
commencing at 7.30pm in the Village Hall.**

The Agenda for the meeting is to be found below.

There will be a short public forum before the council meeting proper which will begin at 7.15pm. Members of the public may ask questions of or make short statements to the council during this forum. All councillors are requested to attend this forum. Should the forum last less than 15 minutes, the Parish Council Meeting will begin at that time.

M Stevens

26th April 2017

Mr Mel Stevens
Clerk to the Parish Council

AGENDA

1. **Election of Chairman and Vice-Chairman.**
2. **Apologies for absence.**
3. **Declaration of Interests** - To receive declarations of interests under the 2000 Local Government Act.
4. **Election of members of the Planning Committee (6).**
5. **Election of members of the Finance Committee (6).**
6. **Appointment of representatives to the Village Hall, Playing Field and Allotment Committees.**
7. **Approval of Minutes of the last meeting of the Parish Council held on Wednesday 8th March 2017.**
8. **Parish Clerk's Report** - Update on matters occurring since the last meeting not otherwise on the agenda.
 - a. Project Register - Update
 - b. Village telephone - Update
 - c. Insurance Buildings and Asset Register - Update
9. **Financial Matters:**
 - a. Approval of the Parish Council internal Audit and Governance Statement for 2016/17.
 - b. Approval of End of Year Accounts 2016/17 – statement
 - c. Draft Budget 2017/18 - Review
 - d. Review and Acceptance of – CFPC Standing Orders
 - e. Review and Acceptance of – CFPC Financial Regulations

- f. Review and Acceptance of – CFPC Disclosure of Personal Interests
- g. Authorisation of BACS/cheque payments.
- h. Maintenance issues including War Memorial Cleaning
- i. Sunshine Group Update
- j. Caythorpe Preschool – Request for a Grant towards a Laptop or Tablet
- k. Caythorpe Medical Practice – Request for a Donation for ENT equipment
- l. Back Lane Project – Update of meeting with Redrose Ltd.

10. **The Parish Environment:**

- a. Planning – Report on Planning Matters affecting the Parish by the Parish Council Planning Committee Chairman. To include:
 - i. New Applications
 - ii. Decision Notices
- b. To receive report from Cllr. Greybrook on the issue of Dog Fouling
- c. CFPC – Website Update
- d. Bus Shelter Project - Update
- e. Fish and Chip Van – Update
- f. Litter Picking – Update from Cllr. Brooke
- g. Burial Ground – Review of any issues
- h. Grass Cutting – Lower Green Frieston

11. **Transport and Highways:** - To discuss any parking and highways issues within the Parish.

12. **Community Activities:**

- a. Allotment committee...Cllr. Ashcroft.
- b. Playing Field committee....Cllr. Nelson.
- c. Village Hall committee....Cllr. Greybrook
- d. News & ViewsCllr. Nelson.
- e. LIVES First Responders.....Cllr. Ashcroft.
- a. Community Heartbeat....Cllr. Greybrook

13. **Community Safety** - Report on local crime and policing matters.

14. **Items of urgent business.**

15. **Arrangements for next meeting** –The next meeting of the Parish Council will be held in the Village Hall on **Wednesday 12 July 2017** beginning at 7.30pm.