

NOTICE OF ANNUAL PARISH MEETING
NOTICE OF ANNUAL GENERAL MEETING
NOTICE OF MONTHLY PARISH COUNCIL MEETING

Dear Sir/Madam,

I hereby give notice that on Monday 23rd May 2016, at 7.00 p.m. the meeting of Annual Parish Meeting followed by the Annual General Meeting of Bourton Parish Council that will take place in the Village Hall.

It will be followed at approximately 8:00pm by the regular monthly meeting of the Council.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business set out hereunder.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status or disability), Crime & Disorder, Health & Safety and Human Rights.

Signed by Iain McVIE, Clerk
May 2016

Date: 16th

AGENDA ANNUAL PARISH MEETING – MONDAY 23RD MAY 2016

1. Apologies
2. Record of the 2015 Annual Parish Meeting
3. Report by the Chairman of the Parish Council
4. Parish Council Accounts 2015/2016
5. Bourton and Silton Charity Accounts
6. Open Forum

AGENDA - ANNUAL MEETING – MONDAY 23RD MAY 2016

1. Apologies
2. Election of Chairman and Declaration of Acceptance of Office
3. Election of Vice Chairman and other Officers and Representatives
 - 3.1 Planning Sub Group
 - 3.2 Footpaths and Rights of Way Liaison Officer
 - 3.3 DAPTC North Area Committee
 - 3.4 Village Hall Management Committee
 - 3.5 Bourton & Silton Charity
 - 3.6 Highways and Transport
 - 3.7 Community Safety
4. Financial Matters
 - 4.1 Review of the Clerk's Salary including PAYE obligations.
 - 4.2 Review of Direct Debits
 - 4.3 Payment of Internal Auditor
 - 4.4 Review of Signatories
 - 4.5 Effectiveness of Internal Audit
5. Review of Documents
 - 5.1 Standing Orders and Financial Regulations
 - 5.2 The Publication Scheme
 - 5.3 The Asset Register
 - 5.4 Documents in safe-keeping
 - 5.4.1 The Village Hall Trust Deed – Lloyds TSB Bank, Gillingham
 - 5.4.2 Deeds to Cemetery Paddock – Farnfield & Nicholls, Gillingham
6. Risk Assessment
 - 6.1 Review of Financial Arrangements
 - 6.2 Review of Insurance Policy
 - 6.3 Playground Inspections
 - 6.4 Cemetery Inspections

AGENDA – REGULAR MEETING – MONDAY 23RD MAY 2016

1. Apologies
2. Open Forum (Please note this will be held during the Annual Parish Meeting only)
3. Declarations of Interest
4. Minutes of the Previous Meeting
5. Actions Arising from the Minutes
 - P.5 16.11.2. TH to report back on location of all bins within the parish area.
 - P.6 16.21.1. Clerk to report back on NDDC naming of roads and road name signs.
6. Report by the District and/or County Councillors
7. Planning
 - 7.1 Applications Received – None
 - 7.2 Permissions Granted/Applications Withdrawn – None
 - 7.3 Bourton Mill
 - 7.4 Wind turbines and photovoltaic solar arrays
 - 7.5 Councillor 'single point of contact' for Bourton Mill and Rugby Cottage developments
8. Finance
 - 8.1 Accounts to be paid

DAPTC	2016 Councillor Training	£318.00
Groundwork UK	Return of residue of grant for 2015/16 NP	£203.00
P. Cowell	3x invoices	£388.00
 - 8.2 Accounts received

NDDC	First half precept payment 2016/17	£12026.50
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 - 8.3 Grants and Donations – None
 - 8.4 2016 Playground repairs and costs
9. Neighbourhood Plan Group
10. New Village Hall
11. Training
12. Highways
13. Transport
14. Footpaths
15. Community Safety
 - 15.1 Update on Speed Watch and Speed Indicator Device
 - 15.2 Update on Dorset Alert
16. Letter of complaint Mr Foote
17. Tom Mitchell Salver 2016
18. Village Fete 2016
19. Correspondence

09/05/2016	DCC	Update on bus consultation - Website as information only
09/05/2016	DAPTC	Agenda papers for DAPTC North Mtg - Chairman & Cllr Morgan
09/05/2016	M of Public	Overgrown/dangerous trees FP 11 - DCC for action
09/05/2016	DAPTC	Chairman Training Information - Filed
09/05/2016	J. Pope	Advert for job vacancy - To website as information to all
09/05/2016	Elite	2016 Playgrounds Inspection & cost of repairs - BPC May Mtg.
09/05/2016	DCC	Community Resilience Forum information - Noted and filed
20. Any other business (AOB)
21. Date of the Next Meeting – Monday 27th June 2016 at 7pm.