

BILLINGBOROUGH PARISH COUNCIL

Clerk to the Council – Michelle Free, Stamford House 4 Bladdon Way, Billingborough NG34 0NL

Tel: 07415 842591 Email: billingboroughparishclerk@gmail.com

Chairman – Cllr Mike King, Ivy House 2 Folkingham Road, Billingborough, NG34 0NT,

Tel: 01529 241005 or 07791 931309 Email: Michael.john.king@btinternet.com



Notice of Annual Parish Meeting & Annual General Meeting to be held at Billingborough Primary School on Monday 9th May 2016 starting at 6.30pm

Annual Parish Meeting – Agenda

The Annual Parish Meeting will commence at 6.30pm as per the agenda below.

1. Welcome by the Chairman
2. Chairman's annual report
3. Questions and proposals from the public

Annual General Meeting of the Parish Council – Agenda

The Annual General Meeting of the Parish Council will commence at 7.00pm or immediately following the Annual Parish Meeting. The public are welcome to attend the meeting, but are not permitted to speak.

Prior to the commencement of the Parish Council General Meeting, all Councillors will sign a Declaration of Acceptance of Office. Any Councillors who will be absent from this meeting, should notify the Clerk in writing to confirm their acceptance as a Councillor for their time in office. The Declaration of Acceptance of Office will then be signed at the next full meeting of the Parish Council.

1. Apologies for absence
2. Declarations of interest
3. Election of Chairman
4. Election of Vice chairman
5. Possible co-option of a member
6. Appointment of members to Committees or roles:
 - a. Police Forum Representative (1 member)
 - b. Toller Education Foundation Representative (1 member)
 - c. Recreation Ground Coordinator (1 member)
 - d. Emergency Plan Coordinators (2 members)
 - e. Allotments Representative (2 members)
 - f. Contracts Representative (1 member)
 - g. Spring Wells Coordinator (1 member)
 - h. Web site and publicity Coordinator (1 member)
 - i. News-Sheet Production (2 members)
 - j. Tenancy Agreement Representative (1 member)

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Continuation of normal business meeting

7. To approve the minutes of the last meeting held on 7th March
8. Matters arising from the Annual Parish Meeting
9. Routine Police Matters & **Closed topic (update)***
10. Finance Report – Clerk
 - a. 2015/16 End of Year Accounts & External Audit Return (approval - **All**)
 - b. 2016/17 Accounts to date
 - i. Payments & Receipts (approval – **All**)
 - c. Unity Trust Account Charges (decision – **All**)
11. Parish Matters
 - a. Dog Fouling – (update – **Cllr Peace**, decision – **All**)
 - b. Spring Wells:
 - i. Repairs to pond edge (closure – **Cllr Stafford**)
 - ii. CCTV Signage (closure – **Cllr Free**)
 - c. Recreation Ground:
 - i. Picnic bench installation (update – **Cllr Peace**)
 - ii. Play equipment Grant Application (update – **Cllr King**, appoint contractor - **All**)
 - iii. New Skate Ramp (update – **Cllr Peace**)
 - d. Cemetery Issues:
 - i. Damaged headstones (update – **Clerk**, decision – **All**)
 - e. Solar powered Speed Feedback Signs (update – **Cllr Free**)
 - f. Vandalism (update - **Clerk**)
 - g. Youth Offenders Maintenance Projects (update – **Clerk**)
 - h. HM The Queen's 90th Birthday tree (update – **Cllr King**)
 - i. Entrance Planters (update – **Cllr Cummings**, decision – **All**)
12. Aveland School Site Project:
 - a. Site Ownership & Infrastructure Works (update – **Cllr King**)
 - b. Allotments (update – **Cllr Jepson**)
 - c. Football Club & Pitches (update – **Cllrs King, Free & Peace**)
13. Emergency Plan & Defibrillator (progress – **Cllr Pocock**)
14. Parish Council website (update – **Cllr Cummings**)
15. Planning: (update – **Clerk**)
16. Correspondence or comments received or matters arising
17. Other business which the Chairman by reasons of special circumstances decides is urgent

***In accordance with the Local Government Act 1972 Section 100A subsection 2 (item 3) and 4 (item 5g), the item highlighted in red above is closed to the press and public.**

Date of next Parish Council meeting – Monday 4th July 2016 at 7.00pm