

Copies of **Neasham Parish Council** minutes and agendas are available on the website at:

<http://www.parish-council.com/neasham>

The **ANNUAL MEETING OF NEASHAM PARISH COUNCIL** will be held on **Wednesday 8th May, 2019 at 6.30pm** in Neasham Reading Room and will be followed immediately by the ordinary meeting of the Parish Council for May, 2019. Members of the public are permitted to attend and questions may be asked of the Chair and Members, during the Annual Meeting, concerning the conduct of the Parish business during the year.

AGENDA (ANNUAL MEETING)

1. Apologies
2. Confirmation that the Minutes of the last Annual Meeting held 8th May 2018 had been confirmed as a correct record at the subsequent meeting held 4th June 2018.
3. Chair's Report
4. Any questions
5. Election of Chair for 2019/2020
6. Election of Vice Chair for 2019/2020
7. Appointments to support the Chair in effective risk management for 2019/2020
 - a) Asset Management Overseer, b) Business Management Overseer, c) Risk Management Overseer
8. Date of next Annual Meeting (Provisionally set at Tuesday 5th May 2020)

Councillors are further summoned to a meeting of **Neasham Parish Council on Tuesday 8th May 2019 commencing after the closing of the Annual Meeting** in Neasham Reading Room to transact the business listed in the agenda below. Note: Members of the public are reminded that anyone wishing to speak on any matter during the ordinary meeting shall comply with the requirements set out below

AGENDA (ORDINARY MEETING)

1. Chair's welcome and apologies for absence
2. Declarations of interest in items on the agenda
3. Approval of Minutes of meeting held on 1st April 2019 as previously circulated
4. Actions arising from uncontested election for the Neasham Parish Council held on 2nd May 2019
 - Confirmation of Parish Councillors elected
 - Confirmation of Ward Councillors elected
 - Signing of the "Declaration of Acceptance of Office Form" (Spare copies available at meeting)
 - Completion of the "Register of Members Interests Form" (Ditto)
 - "Election Expenses Form" – if not already returned to DBC, please bring to meeting
 - A training session for new councillors and clerks is to be held on Monday 10th June 2019 in DBC CR No 2 at 5.00pm. All members are encouraged to attend
5. Matters arising from previous meeting / Progress Reports
19/006 Re-routing of No 12 bus via Neasham Road and email from Gill Hutchinson.
6. PACT Report
7. Roads and footpaths
 - Removal of 4 No dead chestnut trees in verge at Low Dinsdale.
8. Environment Agency Matters
 - Update on outstanding matters

9. Village Green

- Previously approved “Keep off the Grass” signs
- Complaint about the standard of weedkilling carried out by DBC

10. Planning

Applications received since last meeting:-

- 19/002275/LBC Neasham Hill House Internal Alterations

Decisions received since last meeting:-

- NONE

11. Risk Management

- Scheduled Inspections -Flowers tubs (as completed in April/May)
- Defects raised in month – 1No
- Quarterly Risk Management Report (2018/9 4Q)
- Completion and Agreement of “All-Risks” Check List by NPC members

12. Finance

- To note receipt of £9,035 from DBC in respect of Precept 2019/20
- To note receipt of £162.78 from HMRC in respect of VAT reclaim 2018/9
- To approve payments of £106.58 CLCA, £26.99 McAfee (via JW), £5112 (inc VAT) Swarco, £120 NRR
- Additional anticipated expenditure in May - £29.95 Spanglefish (via JW)
- To approve Annual Accounts 2018/19 (including Finance report for Q4)
- Approval by Council of Certificate of Exemption of External Audit
- Agreement of Annual Governance and Accountability Return 2018/19 (AGAR)
- Clerk’s appraisal, review and subsequent resolutions No’s 1a, 1b,1c, 1d and 2 as set out in the Notice of Resolutions proposed by Cllr G.Crute (copy attached)

13. Ward Councillor Matters

14. Correspondence (all as circulated)

- CLCA email 08/04/19 – Practitioners Guide to Governance and Accountability for Smaller Authorities
- CLCA email 11/04/19 - Guide to the Community Infrastructure Levy (CIL) for Parish and Town Councils
- CLCA email 12/04/19 – NALC briefing LO-19 Data Protection Fees
- CLCA email 24/04/19 – NALC e-briefing PC7-19 Traffic Commissioners Rules
- Series of email regarding temporary diversion of right of way around New Lane Development
- Series of letters and emails from DBC with instructions, guidelines relating to Local Elections 2nd May.

15. Other village matters

- Update on sale of DTV Airport including report from meetings on 3rd and 13th April
- Reminder that the Village Assembly will be held on Thursday 16th May
- Speed signs completed – completion certificate to be signed off.

16. Date of next meeting Monday 3 June 2019 at 6.30pm.

John Walker

Clerk to Neasham Parish Council

Please note that members of the public wishing to speak on any matter during the meeting must give written notice to the Clerk or Chair at least 2 days prior to the meeting giving brief details. Members of the public may speak only at the invitation of the Chair.