

HELMDON PARISH COUNCIL

All Councillors are summoned to the Annual General Meeting of Helmdon Parish Council to be held in the Reading Room, Church Street, Helmdon on Wednesday 21st May 2008, commencing at 7.30 pm. This meeting will be followed by an Ordinary Meeting of the Parish Council.

Members of the public and Press are invited to attend both meetings and to participate in the Open Forum

AGENDA – Annual General Meeting

1. Election of Chairman for 2008/2009
2. Signing of Chairman's declaration of acceptance of office
3. Apologies for Absence
4. Election of Vice Chairman for 2008/2009
5. To appoint the Responsible Financial Officer
6. To appoint an Internal Auditor
7. To appoint members for committees
 - a) Finance (5 plus RFO)
 - b) Planning (5 plus Clerk for Minutes)
 - c) Road Safety (5)
 - d) Playground (3)
 - e) Allotment (4)
8. To appoint parish representatives
 - a) Parish Paths Warden
 - b) Parish Highways Representative
 - c) Neighbourhood Watch Co-ordinator
 - d) School Liaison Councillor
 - e) PC Rep on Reading Room Committee
 - f) PC Reps (2) on Parish Plan Monitoring Group
 - g) Poppy Organiser
 - h) PC Reps (2) on Blackpits Monitoring Group
9. Updating of Register of Interests
10. Approval and signature of the Minutes for the AGM held on 14th May 2007
11. Matters arising from the minutes of 14th May 2007
12. Committee & Representative Reports
 - a) Finance
 - b) Planning
 - c) Road Safety (Parish Highways Representative)
 - d) Playground
 - e) Allotments
 - f) Helmdon Parish Plan
 - g) Parish Paths Warden
 - h) Neighbourhood Watch
 - i) School Liaison
 - j) Reading Room

AGENDA – Ordinary Meeting following the AGM

1. Apologies for Absence
2. Approval and Signature of the Minutes for the Ordinary Meeting held on 26th March 2008 and the Extra Ordinary Meeting of 7th April 2008
3. Matters Arising from the Minutes of 26th March 2008 and 7th April 2008
4. Open Forum
5. Finance
 - a) Financial statement
 - b) Bills for Payment
 - c) Payments Received
 - d) Fencing tenders
 - e) To consider proposal from Cllr Turner to purchase two bins for the Playing Field Area (three quotes for review)
 - f) Annual Return – Approval of Statement of Accounts
 - g) Annual Return – Approval of Annual Governance Statement
6. Correspondence
7. Training Courses – update from the Clerk on CiCLA course
8. Village of the Year 2008 – report from Cllr Burns on judges' visit
9. Consideration of report from Blackpits Monitoring Group regarding poor quality of green waste received from Helmdon Parish at Blackpits Recycling Centre
10. Consideration of request from Brackley Town Football Club to use the School Playing Field every other Saturday for next year's Under 10s
11. To determine whether to reinstate the lay-by at the top of Station Road when resurfaced
12. Annual Parish Meeting report – Cllr Burns
13. Update on the outcome of the PPMG meeting at the Sports Club in May
14. Ongoing maintenance of the Pump Garden – Cllr Thorne
15. Consideration of Request from Carnival Committee to enter a Float in the Procession
16. School Playground
 - a) Review of Licence agreement
 - b) Review proposals for new equipment
 - c) Annual RoSPA inspection
17. Planning:
 - a) To receive decisions of Planning committee on applications since 26/03/08
 - b) To consider response to BT's proposal to remove pay phone on The Green
18. Allotments – reports on progress to date regarding :
 - a) tree clearance
 - b) implementation of manual pump
 - c) new plot for the school
 - d) condition of ash tree
19. Update on Issues regarding preventative Flooding measures
20. Risk Assessments
21. Councillors' Questions

Signed _____

Dated _____

Liz Hart, Parish Clerk
Station House, Station Road, Helmdon, NN13 5QS