

**The Annual Meeting of Brington Parish Council will take place on  
Wednesday 18<sup>th</sup> May 2016 at 7.45 pm in the Reading Room**

To members of the council: You are hereby summoned to attend a meeting of Brington Parish Council on Wednesday 18<sup>th</sup> May 2016 at 7.45 pm in the Reading Room.

Ann Gilbert  
Clerk

**Agenda**

- 1/16.17 To elect the Chairman of the council for the period May 2016 to May 2017 and sign a Declaration of Acceptance of Office
- 2/16.17 To appoint a Vice Chairman
- 3/16.17 Councillors to sign a Declaration of Acceptance of Office
- 4/16.17 To receive and approve apologies for absence
- 5/16.17 Members are requested to make any declarations of personal or prejudicial interests relating to items on this agenda.
- 6/16.17 Members of the public are invited to address the council (3 mins per person, limited to 15 minutes)
- 7/16.17 To approve and sign as correct the Minutes of the Ordinary Meeting of the Parish Council held on 20<sup>th</sup> April 2016
- 8/16.17 To fill by co-option vacancies caused by an insufficient number of candidates for election
- 9/16.17 To review and agree Councillor's responsibilities for particular aspects of the PC's work
- 10/16.17 To review and adopt/re-adopt the following policy documents, previously circulated  
Code of Conduct  
Standing Orders  
Freedom of Information policy/procedure
- 11/16.17 To review the appointment of the internal auditor and terms of reference

12/16.17 Internal Audit

A satisfactory Internal Audit has been received and circulated to councillors. Councillors to consider the the Internal Auditor's proposal to replace Extraordinary Meetings to address planning matters, with regular Planning Committee Meetings

13/16.17 Planning

To review outcomes and discuss any planning applications received prior to the date of this meeting

14/16.17 Removal of Street Light connection box from Carey House

Councillors will consider the request by the householder of the removal of this box by Western Power at a cost of £578.93

15/16.17 To consider a formal approach to the authorities regarding issues of regular fires at a property on E. Haddon Road

16/16.17 Highways

The Highway Warden will report on any issues

17/16.17 Parish Design Statement and Plan for the Public Realm of the Parish

To agree an approach to creating a Parish Design Statement and a policy on the Public Realm of the parish

18/16.17 Annual Village Meeting - 25<sup>th</sup> May 2016

Agreement on to be reached on the presentation of results from the RR Survey.

19/16.17 Queen's 90<sup>th</sup> Celebration

Date Sunday 26<sup>th</sup> June. Agreement on Councillor input

20/16/17 Defibrillator Training

Councillors will agree a date for the free training available for the defibrillator

21/16.17 Finance (Appendix ref: Finance)

To Note The Annual Return has been submitted to the External Auditors

a Transparency Fund purchase of the £575.01 fund - £461.00 spent on hardware  
Councillors to approve spend of £52.65 in budget for 5 hours of Clerks time on set up

b. Proposal to purchase Microsoft Word package for the PC laptop at a cost of approximately £120

c Approve a payment of £50 and expenses for the repainting of the playing field equipment

d. Request from Brington Evergreen Travel for a donation of £650 towards running costs – this item is included in the 2016/17 budget

- e. Approve quote for fixing/connecting defibrillator to Reading Room/electricity - £324.50 +VAT
- f. Authorisation/signing arrangements for the Bank Accounts - update
- g. Reconciliation of bank account
- h. Accounts for payment in May

22/16.17 Date of next meeting and items for the agenda

Review arrangement for Danny Moody to attend this meeting

The next meeting of the Parish Council is Wednesday 15<sup>th</sup> June 2016 – items for the agenda to be received by 8<sup>th</sup> June 2016 .

**Appendices to accompany the Agenda for 18<sup>th</sup> May 2016**

**Appendix ref: Finance**

**Bank Account Reconciliation at 30.04. 16**

Opening Balance (Current Account)	669.13
Balance in Current Account YTD	562.19
Value of cheques yet to clear	5134.59
Reserve account balance YTD	19567.69
<u>Expenditure to date (exc. VAT)</u>	<u>2430.68</u>

### Bills and/or Accounts Waiting Authorisation to Pay

Date	Payee	Invoice Number	Statutory Power	Description	Cheque No	Total
14.04.16	Brington Evergreen Travel Club	Letter	S26-29, LGA 1997	Support for DACT Bus	10088	650.00
30.04.16	R&G Landscapes	112481	OSA 1906 S10	Mowing verges & Kimbells Field	BT	295.69
April	Mark Leyden	Receipt	OSA 1906 S10	Materials for Repainting LBPF equipment	BT	91.96
April	Mark Leyden		OSA 1906 S10	Payment for repainting LBPF	BT	50.00
09.05.16	Aylesbury Mains Ltd	16322.00	PCA 1957 S3	Renewal of 2 st. light lanterns	BT	957.00
05.05.2016	Highways NCC	290272.00	SS43,50 HA 1980	Triangle at Back Lane Constr.	BT	2640.00
28.05.16	Ann Gilbert	May	S112, LGA 1972	Clerk's salary	SO	336.34
28.05.16	P. Goodwin	May	S112, LGA 1972	KF Caretaker	SO	20.00
28.05.16	Mark Leyden	May	S112, LGA 1972	LBPF Caretaker	SO	20.00
28.05.16	William James	May	S112, LGA 1972	Deputy Caretaker	SO	15.00
28.05.16	HMRC	May	S112, LGA 1972	PAYE	10089	58.60

5134.59