

NOTICE OF THE ANNUAL MEETING OF HASKETON PARISH COUNCIL
(To be held following the Annual Parish Meeting)

PARISH CLERK – David Keeble
1 Top Street Martlesham Woodbridge Suffolk IP12 4RB
Tel: 0475568637 Email: clerk.hasketon@gmail.com

ON THURSDAY 9th May 2019
At (Approx.) 6.30 pm
IN THE VICTORY HALL, Tymmes Place, HASKETON

AGENDA

1. Welcome & Introduction.
2. Apologies for Absence.
3. Election of Chairman & signing of Declaration of Acceptance of Office.
4. Welcome to Newly Elected Parish Councillors.
5. Election of Vice Chairman.
6. Co-option of Parish Councillors.
7. Appointment of Parish Council representatives. (Play area/car parking area/Tree warden/finance /planning/ website/allotments/Victory Hall liaison/footpaths/ other).
8. Declaration of Interests.
9. Minutes of previous meetings; 14th March 2019 (previously circulated)
10. Matters Arising: Litterpick, 2019
11. Invitation for Members of the Public to Speak.
12. Report: County Councillor*
13. Report: District Councillor*
14. Review and Adoption of Standing Orders. (previously circulated)
15. Review and Adoption of Media Policy (previously circulated)
16. Review and Adoption of Codes of Conduct (previously circulated)
17. Review and Adoption of Asset Register. (previously circulated)
18. Review and Adoption of Risk Assessment and Register (previously circulated)
19. Finance:
 - i) Adoption of Internal Audit Report (previously circulated)
 - ii) Internal Audit Recommendations (previously circulated)
 - iii) Review and Adoption Financial Standing orders; (previously circulated)
 - iv) Adoption of End of Year A/c. (attached)
 - v) Adoption of Annual Governance Statement. (AGAR) (attached)
 - vi) Adoption of Accounting Statements 2018/19. (attached)
 - vii) Adoption of Annual Return for the Year. (attached – see v and vi)
 - viii) Review and adoption of finance monitoring procedures (Financial Regs) (previously circulated) (Nomination of PCllr to monitor a/cs)
 - ix) Earmarked Reserves (Review)
 - x) Clerk matters
 - xi) Accounts and Approval and payment of Invoices and transfer of funds. (Attached)

20. Annual Insurance. (BHIB)
21. Highways:
22. Village Amenities Reports.
 - i) Allotments – (Annual Meeting et al)
 - ii) Victory Hall-
 - iii) Tree Management-
 - iv) Grass/Hedge maintenance- Annual Contract
 - v) Bus Shelter
 - vi) Play area/Equipment – Safety checks
23. GDPR (Data Protection)
24. Charitable donation – (Air Ambulance or other)
25. Planning
 - i) Planning Application DC/19/1466/FUL – Os 3134 Boulge Road, Hasketon IP13 6JU
Use of land for 6 x holiday cabins + associated works (prev. circulated)
 - ii) Planning Application DC/19/1586/FUL – Proposed Replacement outbuilding to Rear
of Highfield House Boulge Road. (prev. circulated)
 - iii) Update on past applications
26. Annual Charity Donation. (Air Ambulance + others)
27. Request to View PC Minutes.
28. Correspondence. (prev. circulated – list attached)
29. Date of next meeting(s) and Close.

(*Attendance subject to confirmation)

David Keeble,
Hasketon Parish Clerk