



West Grinstead Parish Council

PARISH COUNCIL MEETING (AGM)

Partridge Green Village Hall (Committee room)

Wednesday 18th May 2011

7.30 pm

To all Councillors

You are hereby summoned to the meeting of the PARISH COUNCIL as detailed above. The item entitled Public Open Forum is available for the public or press who have a right to express a view or ask a question on relevant matters on the following agenda. The public are welcome to observe the rest of the meeting.

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and because of the confidential nature of the business to be transacted, the public and press will be required to leave the meeting during consideration of confidential items on the agenda.

Signed...*Helen Dayneswood.* (Clerk)

Friday 13th may 2011.

AGENDA

1. Apologies

2. Appointment of Chairman (*including signature of declaration of acceptance of office*)

3. Appointment of Vice Chairman

4. Declarations of Interest

To receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the Member regards the interest as prejudicial under the terms of the Revised Code of Conduct (2007).

5. Election of Committees

- a) Planning Committee
- b) Finance Committee
- c) Open Spaces Committee
- d) Transport Working Group
- e) Allotments Working Group

6. Election of Council Representatives on Outside Bodies

- a) Sports & Social Club
- b) Partridge Green Village Hall
- c) Police Community Liaison
- e) HDC/A24 Consultative meetings
- f) Health Trust
- g) Grants & Funding
- h) County Local Committee

7. Items Relating to Election of New Parish Council

- a) Every councillor to sign a 'Declaration of Acceptance of Office' and return to Clerk (Clerk will provide).
- b) Every councillor to complete a 'Register of Interests' form and return to Clerk (Clerk will provide).
- c) Every councillor to complete the Election Expenses form provided by HDC and return to HDC. *[NB This should be done even if you are declaring a NIL return.]*

8. Chairman's Announcements – items of sufficient urgency for discussion only

9. Minutes of the last meeting

10. Matters Arising

11. Police Report

12. District Council Report

13. County Council Report

14. Partridge Green Youth Club

To discuss and agree a solution for the future funding of the Partridge Green Youth Club.

15. Correspondence *(To be circulated separately)*

16. Renewal of Parish Council Insurance

- a) To consider the offer from the insurer's (Came & Co.) to change the annual PC insurance renewal date to later in the year.
- b) To approve the insurance payment for renewal as from 1st June 2011. Options involved (Finance Committee has been circulated).

17. Approval of Amendments to Authorised Signatories for WGPC Payments

- a) Current signatories for WGPC Cop-op Account are Cllrs: Watts, Kanabus, Berry, Russ, Green, also Mr. Staples & Mr. Neal. Policy has been – all members of the Finance Committee.
- b) Current signatories for the WGPC Cater Allen Account are: Cllr. Watts and Mr. Staples.

New signatories and those no longer eligible will need to complete bank forms for authorisation of the changes (the Clerk to provide).

18. Review of Summary of 2010/2011 WGPC Accounts

In preparation for the Internal Audit on 3rd June, briefly review the Receipt & Payments Summary plus the overall Bank Reconciliation for 2010/2011 *(to be circulated separately)*.

19. Committee Reports: Planning, (Open Spaces, Finance)

20. Working/Advisory Group Reports Allotments, Transport

21. Reports from Representatives on Outside Bodies: Sports & Social Club, PGVH Management Committee, CLC and any other groups.

22. Any KGV Playing Fields Trust Issues linked to the Parish Council

To review the timetabling of future KGV Trust meetings.

Consider suggestion to hold KGV meetings before the Planning meeting on the first Wednesday of the month.

23. Public Open Forum (15minutes maximum)

24. WGPC Accounts for May 2011 *(To be circulated separately)*

Due to the election timetable, payments have not been reviewed by the Finance Committee this month.

25. Approval of Quotations (urgent)