

North Runcton Parish Council

Date of issue of notice: 5th May 2015

You are summoned to attend the Annual Meeting of the Parish Council
which will be held at the Village Meeting Place
on **Tuesday 10th May 2016 at 7.45pm**

Yours faithfully



Mrs Rachel Curtis, Clerk to the Council
2 Ullswater Avenue, South Wootton, King's Lynn, Norfolk, PE30 3NJ
Telephone: 01553 673043
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Agenda

1. Election of Chairman/Vice Chairman
2. Declaration of Interest / Dispensation in items on the Agenda
3. County and Borough Councillors Matters, PCSO's Report
4. Public Participation – all members of the public welcome – 15 minute session
5. To approve the Minutes of the Parish Council Meeting held on 12th April 2016
6. Clerk's Report on any matters arising from the Minutes
7. To receive the accounts for 2015/16 and agree responses to questions in Section 2 – Annual Governance Statement of the Audit Commission annual return (External Audit)
8. To hear an update on the Annual Parish Meeting to be held 17th May 2016
9. To consider the report from the annual risk assessment
10. To consider action to be taken on improving School Lane
11. To consider the placing of planters on the Green and agree arrangements for continued maintenance
12. To consider proposed improvements from Buttercups to the VMP outside area
13. Highways – the Council will discuss any Highways issues
14. Planning
 - a) Any applications to consider
None
 - b) Decisions received from BCKLWN
None
 - c) Comments made to BCKLWN
None
15. Neighbourhood Plan Update
16. Correspondence Received – see list circulated at the meeting
17. Finance

a) To hear an update on Cashbook balances - 1st April – 30th April 2016

	Opening Balance 01/04/16 £	Less Unpresented Chq from 15/16 £	Less April Chqs £	Less DD's £	Add income £	Closing Balance 30/04/16 £
NRPC Account	19,631.13	0.00	522.67	0.00	15,158.00	34,266.46
VMP Account	6,099.37	124.80	145.32	89.47	683.50	6,423.28

b) The following payments will be considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
07/04/16	Mr Brights	Cleaning 29 th Feb – 25 th March	124.80	
21/04/16	Mr Brights	Cleaning 28 th March – 22 nd April	124.80	
10/04/16	R Curtis	Expenses T Rolls and Paper	9.50	
10/04/16	R Curtis	Salary 13 th April – 10 th May 2016	88.92	
			348.02	
<u>From NRPC Account</u>				
22/03/16	BCKLWN	Printing for parish consultation	22.61	0.00
14/04/16	Spire Solicitors	Legal Costs	960.00	0.00
10/05/16	R Curtis	Clerk Salary, 13 th April – 10 th May 2016	399.62	0.00
10/05/16	R Curtis	Additional Hours Dec 2015 – April 2016	882.36	0.00
10/05/16	R Curtis	Stamps and stationery	11.12	0.00
			2,275.71	

18. Items for future agenda

19. Date of next meeting – Tuesday 17th May 2016 – Annual Parish (Residents) Meeting

(Future meeting dates – Tuesday 14th June 2016; Tuesday 12th July 2016; No August Meeting planned)

ALL PARISHIONERS ARE INVITED TO ATTEND