



LOCKING PARISH COUNCIL



The Village Hall, Grenville Avenue, Locking, BS24 8AR

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Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose and providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.

To: All members of Locking Parish Council: Dear Councillor

You are summoned to a **Meeting of Locking Parish Council**, to be held in **Locking Parish Hall, Grenville Avenue, Locking** on **Thursday 4th May 2017** commencing at **7:30pm** when the following business will be transacted:

Colm O'Doherty
Parish Council Clerk
Thursday 27th April 2017

AGENDA

MATTERS FOR DECISION

- 1) **To Elect a Chairman for the ensuing year:** The Council must elect a Chairman to hold office until the next Annual Meeting of the Parish Council.
- 2) **To receive the Chairman's declaration of acceptance of office or to permit him/her to make the declaration before or at the next meeting of the Parish Council.**
- 3) **To Elect a Vice-Chairman for the ensuing year:** The Council may appoint a Vice-Chairman to hold office until the next Annual Meeting of the Parish Council.
- 4) **To receive Apologies for absence and to approve reasons where appropriate.**
- 5) **To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.**

PUBLIC PARTICIPATION

- 6) **To receive and hear any person who wishes to address the Council, upon prior notice being received** (*The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).*)
- 7) **To receive and confirm the Minutes of Extraordinary meeting held on 23rd March 2017 and the Minutes of the 6th April 2017.**

a) Police Report

b) District Cllr/Liaison Officer Report

c) St Modwen/GVA

MATTERS FOR DECISION

- 8) **Finances:**
 - a) To receive and note the Bank Reconciliation for March 2017.
 - b) To receive and approve monthly expenditure for April 2017
 - c) To receive and note the Petty Cash account
 - d) To receive and agree any Grant applications
 - e) To receive and sign Annual Accounts Section 1 (Annual Governance statement)
 - f) To receive and sign Annual Accounts Section 2 (Accounting statements 2016/17)

- 9) Regular Reports:** To receive and note the following regular reports:
- a) ALCA;
 - b) CPRE;
 - c) PC Committees & Working Parties;
 - d) Locking Parklands & Winterstoke S/holders
- 10) Planning:**
- a) Elm Grove Nursery – To receive any updates with regard to the proposed development and agree any appropriate action.
 - c) Proposed Planning Application for development outside Village Fence.
- 11) Confirmation of membership of Committees, Working Parties and Representatives:**
Last Year's List:
- a) Executive Committee
 - b) Hall & Park Committee
 - c) Estates Committee
 - d) Staffing Working Group
 - e) Grievance Committee
 - f) Appeals Committee
 - g) Planning Working Group
 - h) Reviews Working Group
 - i) Finance Working Group
 - j) H&S Working Group
 - k) Newsletter Editors
 - l) ALCA, CPRE, Stakeholders
- 12) Internal Auditor:** To agree the appointment of the Internal Auditor for the FY 2017/18.
- 13) Confirmation of dates of meetings for the Council year 2017/18:** To agree the first Thursday of each month for full council meetings and the 3rd alternate Thursday for Committee meetings.
- 14) Internal Auditors report:** To consider this report and take appropriate action if required.
- 15) Allotment Paths:** To consider quotes received for improving paths and decide on course of action.
- 16) Allotment Requests:**
- a) To consider a request to put up additional roofing on shed and hang a small tarpaulin on sunny days by the Ark Pre-School.
 - b) To consider a request to put a greenhouse 4" by 6" on plot 11B and decide on course of action
- 17) Estates Asset Check:** To discuss and agree date for check.
- 18) Overgrowing Vegetation in Village:** To discuss and agree way forward.
- 19) Plumley Crescent Parking:** To discuss and agree course of action.
- 20) Toddlers Play Area Fencing:** To consider any quotes received for replacing the fencing. and decide to accept the appropriate quote.
- 21) Street Lights Lantern Replacements:** To consider and decide on quotes received for upgrading to LED lights and accept the appropriate quote.
- 22) Parish / Neighbourhood Plan:**
- 23) Looking @ Locking:** a) To consider quote received and decide on changing printer.
b) To consider and decide on quote received for delivery of L@L.
- 24) Parish Hall Lighting:** Update on progress.

25) **Procedures for Agendas and Minutes:** To discuss and agree procedures.

26) **Cheque signing:** update.

27) **Clerk's Report, Correspondence & Items for next Agenda:**

(Please note that the Council is unable to make any formal decisions under this item).

To receive the Clerk's report and note any correspondence received since the last meeting that is not an item on the Agenda.

PART II

28) **Exclusion of the press and public.**

(The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960).

29) **FC Locking:**

The next meeting of Locking Parish Council will be at 7:30pm in Locking Village Hall on Thursday 1st June 2017.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.