To: All Members of Swallowcliffe Parish Council.
You are hereby summoned to attend a meeting of Council on
Wednesday 8th March 2017 commencing at **7pm**
in Swallowcliffe Village Hall,
for the transaction of the business shown on the agenda below.

Signed: _____ Simon Pritchard – PARISH CLERK

RESIDENTS / MEMBERS OF THE PUBLIC ARE ENCOURAGED TO ATTEND THIS MEETING

Before the start of the meeting 10 minutes is put aside for questions and comments from Residents to Members of the Parish Council

ONCE THE FORMAL MEETING HAS STARTED MEMBERS OF THE PUBLIC ARE REMINDED THAT THEY HAVE NO RIGHT TO SPEAK AND MUST REMAIN SILENT

~ Agenda ~

16/51 – A) Apologies for Absence
B) Acceptance of Apologies for Absence

16/52 – Declaration of Pecuniary Interests & Dispensations
Members are reminded of their obligation to declare any interests in accordance with the Localism Act 2011 and the Councils Code of Conduct.

16/53 – Adoption of Minutes
To formally adopt the minutes of previous Council meetings:
- Wednesday 14th December 2016

LOCAL REPORTS: --

16/54 - County Councillor's Report
16/55 - Police Report (Posted onto the Parish Councils website)
16/56 - Parish Councillors' Reports:

A) Chairman's Report & Notices – Cllr Atkins
B) SW Area Board – Cllr Atkins
C) Nadder Centre – Cllr Cooke
D) Transport – Cllr Willis
E) Footpaths & Rights of Way – Cllr Willis
F) Highways – Cllr Banas
G) Village Hall – Cllr Atkins
H) Local Planning & Development – Cllr Blundell

BUSINESS ITEMS: --
16/57 – FINANCE
A) To Approve Payments
1. Village Hall Hire for the last financial year £75
2. Clarks expenses Dec 2016 – Feb 2017 = £13.14

B) To receive cash book report (Attached) and accounts (Part of agenda set)

16/58 – Clarks Remuneration: September 2016 – March 2017
The Council is asked to consider delegating responsibility for the power to agree & approve payment to the Clerk, for services carried out to the Council since September 2016 up to the end of the financial year, to the HR Panel.
Also to give the HR Panel the power to approve payment towards any training courses the HR Panel may feel appropriate for the Clerk to attend.
(A confidential meeting of the HR Panel is due take place on the rising of this meeting)

16/59 – Planning & Tree Applications
To receive and resolve upon any local tree & planning applications received by the Parish Council.

** AT THE TIME OF PUBLICATION NO APPLICATIONS HAD BEEN RECEIVED, BUT THE COUNCIL RESERVES THE RIGHT TO CONSIDER ANY SUCH APPLICATIONS RECEIVED BY THE DAY OF THIS MEETING **

16/60 – Village Defibrillator
To receive verbal report from Cllr Banas with regard to the Parish Councils responsibilities now the defibrillator is registered with the ambulance services.

16/61 – Appointment of Internal Auditor
To consider the Clerks recommendation for the Councils appointment of internal auditor for the municipal year 2016-17.

16/62 - Annual Parish Assembly
To agree format / agenda of the annual Parish assembly, to be held on 12th April @ 7:30pm

16/63 – Items for the next agenda
Members are asked to identify any items of business for the next Council meeting.

FUTURE MEETING DATES:

- **12TH APRIL 2017 – ANNUAL PARISH ASSEMBLY** @ 7:30PM

- **17TH MAY 2017 – ANNUAL COUNCIL MEETING**

	Income:
31/03/2016	
£2,813.29	Total Balance & Reserves b/f
£2.313.65	Precept 2016-17
£5,126.94	**Total Credit**
	Outgoings to date:
£686.18	Administration
£999.69	Expenditure
£1685.87	**Total Outgoings**
£3,742.21	**Total Balance**

Administration		Expenditure		
		PV1	£168.34	Community First Insurance
		PV2	£485.85	Defibrillator Cabinet
		PV5	£100	Donation to Citizen Advice
PV4	£154.88			HRMC
PV3	£475.66			Clarks Wage 16 Dec 2015 – 27 July 2016
PV7	£55.64			Clerks Expenses (New Stationery)
		PV10	£10.50	Leaflet Printing*
		PV8	£195.00	Defibrillator Installation
		PV9	£15.00	Hall Hire, Defib Training
		PV6	£25.00	Safe Custody Hold (Bank Charge)
				* Cheque not cleared on last bank statement
£686.18			£999.69	Totals