

***The Annual meeting of South Hykeham Parish Council will take place on Wednesday 15<sup>th</sup> May 2019 at 7.00pm in South Hykeham Village Hall***

There will be a 15 minute public forum between 7.00pm and 7.15pm when members of the public may ask questions or make short statements to the Council. If there are no members of the public present the Council meeting will commence promptly at 7.00pm.

**AGENDA**

1. Election of Chairman. To receive the Chairman's Declaration of acceptance of office.
2. Election of Vice Chairman. To receive the Vice Chairman's Declaration of acceptance of office
3. Apologies for absence and to resolve to receive the reasons given.
4. To resolve to receive any declaration of Interests in accordance with the requirements of the Localism Act 2011 and to consider member's written dispensation requests.
5. Police Report.
6. District and County Councillors' reports – for information only. Items raised for decision will appear on the agenda for the next meeting.
7. Notes of the Parish Council meeting held on 3<sup>rd</sup> April 2019 to be approved as the minutes of that meeting.
8. Election of Committee members.
  - a) Election of members of Human Resources Management Committee (3 members/1 reserve)
    - i) To review the terms of reference for the Human Resources Management Committee.
  - b) Election of members of Hykeham Joint Planning Committee (4 members/1 reserve)
    - i) To review the terms of reference for the Joint Planning Committee.
  - c) Election of members of Bridleway Improvement working party (3 members/1 reserve)
  - d) Election of representatives on Village Hall Committee (2 members/1 reserve).
9. To resolve to approve the revised Code of Conduct for Members with effect from 7<sup>th</sup> May 2019.
10. Matters arising from District and Parish Council Elections Thursday 2<sup>nd</sup> May 2019.
11. To consider expressions of interest for Parish Council vacancies (2) Danker Ward and fill by co-option.
12. Bridleway N Hykeham 2 improvements & arrangements for the administration of the tender process.
13. Finance
  - a) To resolve to approve the payment of accounts for May 2019.
  - b) Renewal of Parish Council insurance policy.
  - c) Reserves review – to review reserves and ear marked expenditure.
  - d) Request from Citizen's Advice Bureau Mid Lincs for donation.
14. To approve the revised Financial Regulations.
  - a) Ratification of the Council Debit Card Policy.
  - b) Ratification of the BACS/CHAPS payments policy.
  - c) Ratification of the Council direct debit policy.
15. Annual Return 2018/19 PKF Littlejohn.
  - a) To resolve the certification of the Parish Council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
  - b) To resolve to approve the Annual Governance Statement 2018/19.
  - c) To resolve to approve the Accounting Statements 2018/19.
16. To resolve to approve the revised Standing Orders.
17. To consider latest Speed Indicator Device report and consider remedial action.
18. To resolve to approve the contribution towards the publication and distribution of a leaflet promoting improved engagement with parishioners at councillor surgeries.
19. Correspondence.
  - a) Street naming: Land at 562 Newark Road, South Hykeham.
  - b) Briefing note re: dog fouling lapse of legislation for issuing fixed penalty notices in NKDC.
20. Chairman's report.
21. Clerk's report.
22. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting.

**23. To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960 as amended by section 100 of the Local Government Act 1972 for the following confidential items.**

**24. To review the banking arrangements for Parish Council and Albert Medley accounts.**

**Date and Time of Next meetings – Parish Council Meeting Weds 12<sup>th</sup> June 2019 7.00pm.**

A handwritten signature in black ink, appearing to read 'Carolyn Wilkinson', written over a faint circular stamp.

**Carolyn Wilkinson Clerk 9<sup>th</sup> May 2019**