

# Runcton Holme Parish Council

I hereby give you notice of the Annual Meeting of the above-named Parish Council which will be held on Tuesday 16<sup>th</sup> May 2023, which will commence after the conclusion of the Annual Parish Meeting which starts at 7.00pm at Runcton Holme Parish Hall.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.



Clerk to the Parish Council

10<sup>th</sup> May 2023

## **MEMBERS OF THE PUBLIC ARE WELCOME**

All attending Councillors to sign a Declaration of Acceptance of Office prior to the meeting.

### **AGENDA**

- 27/23** Appoint a) Chair b) Vice-Chair
- 28/23** Receive apologies for absence.
- 29/23** To receive declarations of interest in items of the agenda and any requests for dispensations.
- 30/23** Agree minutes of meeting held on 4<sup>th</sup> April 2023.
- 31/23** Councillor Vacancies – to discuss any applications and agree on Councillor Co-option/s.
- 32/23** Public speaking
  - (i) To receive report from Borough and/or County Councillor, if present.
  - (ii) An opportunity for members of the public to raise questions or concerns. Limited to 10 mins. No decisions or actions can be taken on items which are not on the agenda.
- 33/23** To Appoint Representatives and Committees
- 34/23** Defibrillator - To receive any update and agree any further action/s.
- 35/23** Report matters arising from previous meetings, not covered elsewhere on the agenda.
- 36/23** Report correspondence received – for information only.
- 37/23** Play area
  - Receive inspection report, receive update, and agree any further actions.
- 38/23** Playing Field
  - Receive any update and consider any actions to be taken.
- 39/23** Recreation Ground
  - (i) To discuss and agree on additional side gate to the main gate to prevent unauthorised access and agree costs.
  - (ii) Fir Trees maintenance – to receive any update, agree works and agree any further action.
- 40/23** Social Club – To discuss issues and proposal for CCTV, or other security measures, and agree any further action.
- 41/23** Car Park – To receive any update on drains issue and agree any further action.
- 42/23** Highways
  - (i) Receive update/s and advise of any issues to be reported.
  - (ii) To confirm who is going to take responsibility for the SAM2.
  - (iii) School Road - Receive update and agree any further action/s in respect of traffic calming measures and drainage concerns.
  - (iv) A10 junction – to discuss concerns, receive any update and agree any further actions.
- 43/23** Dog Bin at Oaklands Lane – to receive any update in respect of re-location and agree any further action.
- 44/23** Woodlakes – To receive any update in respect of the odour issues and agree any further action.
- 45/23** C.I.L Funding – To receive any update and discuss any future applications.
- 46/23** Newsletter - To receive any update and agree any further actions.
- 47/23** Kings Coronation Bench – To receive update and agree any further action/s.
- 48/23** King's Coronation on 6<sup>th</sup> May 2023 – To receive feedback from event.
- 49/23** Planning/Licensing
  - Consider any applications received, and to receive any updates.

- 50/23** Finance
- (i) Approve cheques for signing.
  - (ii) To accept and sign accounts to 17<sup>th</sup> April 2023.
  - (iii) Annual return:
    - a) To receive the Internal Auditor's report and consider any recommendations.
    - b) Annual Governance Statement on Annual Return, to be agreed and signed.
    - c) Annual Return Accounting Statements, to be agreed and signed.
- 51/23** Receive councillors' concerns, including items for next agenda – for information only.
- 52/23** **To Confirm the date of the next meeting on Tuesday June 6th 2023, to start at 7.30pm.**

### **General information**

Please ensure that everyone remains respectful at all times. Anyone becoming disruptive during the meeting will be invited to leave and ultimately may be removed.

Any person wishing to photograph, record, broadcast or transmit the proceedings of a meeting should notify the Council at the beginning of the meeting.