



PO Box 276
Lee-on-the-Solent
Hampshire, PO12 9FR

13 May 2015

NOTICE OF ANNUAL GENERAL MEETING

Allbrook and North Boyatt Parish Council
7:00 pm, Wednesday, 20 May 2015
Crestwood School, Shakespeare Road, Eastleigh

TO: Councillor Sarah Bain
Councillor David Betts
Councillor Mary Freemantle
Councillor Kathy Symonds
Councillor Carmen Barham
Councillor Brian Carney
Councillor Maureen Sollitt
Councillor Keith Trenchard

Parish Clerk: Amy Thorne, Parish Clerk, allbrookparishcouncil@gmail.com

Members of the public are invited to speak on general items at the start of the meeting, this session will last for 15 minutes and is at the discretion of the Chair. To register please contact the Parish Clerk.

AGENDA

1. Election of the Chairman of Allbrook and North Boyatt Parish Council for the Municipal Year 2015/16
2. Election of the Vice Chairman of Allbrook and North Boyatt Parish Council for the Municipal Year 2015/16
3. Apologies
4. Declarations of Interest
5. Minutes (Pages 1 - 6)
6. Allotment Update - Linda Greenslade
7. PCSO Update
8. Elections

The Chair to announce the results of the recent Parliamentary and Borough elections.

9. Matters Arising

- Councillor business cards
- Parish Council email addresses
- Planning application – The Paddock
- Lych Gate – Allbrook Meadow
- Boyatt Lane – update from Clerk

10. Review of Allbrook and North Boyatt Parish Council's Policies and Regulations (Pages 7 - 54)

- (a) Standing Orders;
- (b) Financial Regulations;
- (c) Banking Arrangements;
- (d) Asset Register; and
- (e) Risk Assessment.

11. Council Insurance (Pages 55 - 56)

To approve the level of cover for the Parish Council's Insurance.

12. Finance Matters

- (a) Financial Risk Assessment
To request approval for the Parish Council's new auditors to perform a financial risk assessment at a cost of £60.00.
- (b) Clerks Salary and Expenses (Pages 57 - 58)
- (c) Allotment Officer Salary and Expenses (Pages 59 - 60)
- (d) Expenditure Report (Pages 61 - 62)

13. Date of Next Meeting - Wednesday 29 July 2015