



c/o Eastleigh Borough Council
Upper Market Street
Eastleigh, Hampshire
SO50 9YN

NOTICE OF MEETING

Allbrook and North Boyatt Parish Council
7:00 pm, Wednesday, 29 June 2016
Crestwood School, Shakespeare Road, Eastleigh

TO: Councillor Mrs Maureen A Sollitt (Chairman)
Councillor Mrs Kathleen Symonds (Vice-Chairman)
Councillor Sarah Bain
Councillor David Betts
Councillor Mary Freemantle
Councillor Carmen Barham
Councillor Brian Carney

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 2016/17
2. Election of the Vice Chairman of Allbrook and North Boyatt Parish Council for the Municipal Year 2016/17
3. Apologies
4. Declarations of Interest
5. Minutes
6. Allotment Update

To receive a report from the Allotment Officer detailing the Management of the Council's two allotment sites.

- (a) Allotment Site Rep Meeting Minutes to be noted
 - (b) Allotment Finance Requests
- 7. Allbrook Meadow Update
- 8. Council Vacancy
- 9. Review of Allbrook and North Boyatt Parish Council's Policies and Regulations (Pages 1 - 44)
 - (a) Standing Orders;
 - (b) Financial Regulations;
 - (c) Banking Arrangements;
 - (d) Asset Register; and
 - (e) Risk Assessment.
- 10. Annual Return

Chair to sign the Annual Return and Governance Statement in preparation of the Annual Audit.
- 11. Finance Matters
 - (a) Budget Monitoring
 - (b) Clerks Salary and Expenses
 - (c) Allotment Officer Salary and Expenses
 - (d) Expenditure Report
- 12. Date of Next Meeting