



Hillington Parish Council

Chair: Jane Hill
Councillors: Jonathan Worsley, Ben Wallace,
Mike Matthews, Terry Kivlin.

Parish Clerk: Melanie Duggan
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10th May 2016

Hillington Parish Councillors are summoned to attend the Annual General Meeting of Hillington Parish Council, followed by a full Parish Council meeting to be held in the Dining Room, Ffolkes Arms, Hillington at 7.30pm on Tuesday 17th May 2016 to transact the following business.

Melanie Duggan

AGENDA - ANNUAL GENERAL MEETING

1. To receive & consider nominations for:-

- 1.1 **CHAIRMAN** & subsequent signing of declaration of acceptance.
- 1.2 **VICE-CHAIRMAN** – & subsequent signing of declaration of acceptance.

End of Annual Parish Council Meeting & commencement of Full Parish Council Meeting

AGENDA

1. **Apologies for absence and approval of reasons for absence.**
2. **Declarations of Interest.**
 - 2.1 To receive and consider declarations of interest – Members should declare any interests they may have in any of the items on the agenda. Declarations include the nature of the interest, and whether it is a personal or prejudicial interest.
 - 2.2 To receive and consider any written requests for dispensation for disclosable interests.
3. **Crime Report** based on Police Connect Reports
4. **Borough Council of King's Lynn and West Norfolk - By-Election in Valley Hill Ward on Thursday June 16th 2016**
5. **Norfolk County Council**
To receive a report from Cllr. John Dobson.
6. **Confirmation of the Minutes – Copied to all Councillors**
To resolve that the minutes of the Meeting of the Council held on 16th March 2016 be signed as a true and accurate record of the meeting.
7. **Matters arising from the Minutes** – for information only.
8. **Anglian Water Pasture Close Water Treatment Works outfall issue** – update Cllr. Wallace

- 9. To consider Highways issues**
9.1 Community Speed Watch Scheme – update The Clerk
9.2 Items for Highway Rangers
- 10. Tapping House: Meeting on 6th May 2016 with Councillors**
- 11. Issues at the Petrol Station Shop** - update
- 12. Village Link Bus Scheme**
- 13. Public Forum**
The meeting will be adjourned to allow a period, not exceeding 15 minutes, for public participation.
- 14. To consider the need for a Site Visit Risk Assessment**
- 15. To review and approve the following documents:** (Circulated to Councillors)
15.1 Asset Register & Financial Risk Assessment
15.2 Financial Regulations
15.3 Standing Orders
15.4 Code of Conduct
15.5 Register of Interests
- 16. Insurance Policy due for renewal on 01.06.16** (Details circulated to Councillors)
- 17. To consider the condition of the village sign**
- 18. Planning:**
18.1 Planning Application Consultations:
16/00521/F New Dwelling and garage at rear of 30 Station Road, Hillington.
- To consider any planning applications received after the compilation of this agenda
- 18.2 Change from paper to electronic planning application consultations**
- 19. Finance:**
19.1 To consider the Accounts 01.04.15 – 31.03.16 for approval (Circulated to Councillors)
19.2 To complete and approve the Annual Return for the year ending 31.03.16
19.3 To confirm the Internal Auditor for the year 2016/17
19.4 To note and approve the following payments and receipts:
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| West Norfolk Community Transport – pledge of support for Village Link Bus Service | £350.00 |
| Norfolk Association of Local Councils – annual subscription 2016/17 | £105.06 |
| Came and Company – Local Council Insurance | £276.49 |
| M Duggan - Clerk's salary 06/04/16 – 05/07/16 | £447.88 |
- To consider any accounts for payment received after the compilation of this agenda.
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| Receipts: 10.04.16 - BCKLWN Precept & Grant 2016/17 | £3830.00 |
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- 20. Correspondence: To consider the following correspondence** (Circulated to Councillors)
- Letter from R. Pengelly, West Norfolk Community Transport Project 06/04/16
 - Email from L. Sayer, Anglian Water Services – water treatment works washout pipe 18/04/16
 - Letter from S. Ashworth, BCKLWN – 5 year supply of housing sites 19/04/16
 - Letter from R. Greaves, Trading Standards Service – Market Fair Scheme 26/04/16
 - Letter from L. Osler, BCKLWN – Notification of property address change 29/04/16
 - Email from C. Copeland, BCKLWN – order for Fakenham Road street sign 03/05/16
- To consider any correspondence received after the compilation of this agenda
- 21. To receive items for the next meeting agenda Tuesday July 19th at 7.30pm in the Dining Room, Ffolkes Arms, Hillington.**