**Hatton Parish Council**

To the members of **Hatton Parish Council** you are summoned to the monthly Council meeting to be held on **Monday 17th October 2016 at 7:30pm** at The Lewis Carroll Centre, Daresbury Lane, Daresbury

**AGENDA**

1. Welcome / Apologies
2. Open Forum for Villagers to speak to Councillors with concerns /suggestions etc.
3. Acceptance of Minutes
4. Declarations of Interest
5. Actions Arising from previous minutes;
	1. 3 quotes required in relation to telephone box repair work. RD to establish door cost from a restoration company and JW to provide a picture to a local tradesman to gain the third quotation. RD & JW to proceed with obtaining costs.
	2. ST and Clerk to agree back-up processes for laptop/records.
	3. Clerk to contact WBC re old laptop collection/disposal.
	4. Clerk to move item to follow Chairs Matters. ST to progress investigations into potential Partnership with BT to facilitate faster broadband. Also investigate separate potential for Connecting Cheshire to deliver – to be covered under Item 8 below.
	5. £25 M&S gift voucher for the internal auditor to be arranged by Clerk as a thank you.
	6. Clerk to update Standing Instructions (if necessary) to include annual purchase of 2x remembrance wreaths.
	7. Clerk to update Cllrs on implications of HMRC reporting tool prior to meeting in order to have sufficient time to consider.
	8. It was agreed that a representation would be made to our PCSO to maintain a higher profile, especially as we are expecting the speed limit reduction shortly. Clerk to request.
	9. Insurance to be paid by Clerk.
	10. JG to proceed with grassing of the area and determining the layout and number of tubs required. Also to proceed with the involvement of Appleton Garden Services as previously agreed.
	11. MW to reply and ascertain exact role of the resident during the year as proposed by John Probin.
	12. JW to remind RB of the need to create and present the requested plan and the PC is to consider alternative routes in November should they be necessary – refer Item 9 below.
6. Chair Matters
7. Youth Matters
8. Website/IT Report
9. Village Hall
10. Weight Restriction (Deliveries)
11. Clerk Matters
12. Correspondence Report (containing bullet/discussion points /recommendations from Clerk on all matters that should be brought to the attention of the councillors) and Folders with all National, Regional and Local Correspondence which can be viewed /initialled by visitors /councillors
13. Hatton Village Planning Implementation Group report
14. Creamfields
15. Planning Report
16. Traffic Issues
17. Financial Standing Orders
18. Finances including Financial Monthly Report
19. Approval of Parish Council Items for Hatton Life/Website inclusion items
20. Councillor Issues or Resident Issues previously raised with Councillors directly
21. Date and Time of Next Meeting – 21st November proposed