**AGENDA**

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| **E152** | Welcome/Apologies |
| **E153** | Open Forum for Villagers to speak to Councillors with concerns/suggestions etc. |
| **E154** | PCSO Matters |
| **E155** | Declarations of Interest |
| **E156** | Acceptance of Minutes |
| **E157** | Actions arising from previous minutes   1. Councillor Email accounts – RB to update 2. Knotweed situation – BAX to report back 3. Poor road surface – PY to update 4. Empty Nitrous Oxide canisters – BAX/JW to update 5. Prepare Asset Review – RB/PM to update 6. Risk Assessment – PM to update 7. Gateways to be cleaned – RB to update |
| **E158** | Plan – the way forward for the next 18 months - ideas from all councillors for projects and initiatives for coming year   1. ***New ideas*** 2. ***Ongoing projects***    1. Village green/orchard – RB to update    2. Goose Lane Footpath maintenance and flooding Defence – RB to update    3. Traditional Black and White Finger Post Sign– PM to update    4. village competition for the “Best Kept Street” – JW/PY to action 3. ***To be carried forward***     1. Car charging point, Hatton Arms – defer post Covid-19    2. Conservation area/ Neighbourhood Plan application.    3. Lack of footpath on Hatton Lane – carry forward until funding is available    4. JW Standing Stone proposal and PM suggested amendments.    5. Large village event - Post Covid Celebration/ Jubilee Celebration    6. Car boot sale at Hatton Arms – RB/JW would organise when allowed |
| **E159** | ***Clerk Matters***   1. Date for Annual General Meeting/PC meeting (within 21 days of the Election) 2. Venue – see [Guidance](https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings/covid-19-guidance-for-the-safe-use-of-council-buildings) & attached summary of guidance for meetings   ***Monthly Action Calendar***   1. Review HPC Standing Orders & Financial Regulations 2. Prepare  * All Transactions or expenditure over £100 (exc VAT) * Prepare End of Year Accounts * Prepare Annual Governance Statement * arrange for Internal Audit to take place in May * Review Roles & Responsibilities of Councillors |

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| **E160** | Finances, including Financial Monthly Report   1. Financial Monthly Report – March 2021 - EMO |
| **E161** | Correspondence Report – items previously circulated via email |
| **E162** | Technology Matters – Lead ST   1. Councillor email addresses to forward to Clerk - update |
| **E163** | Environment Matters – Lead PY   1. Waste Management/ Fly Tipping Incidents – update from meeting with Trevor Gleave 2. Best kept village – PY to source other awards - update |
| **E164** | Planning Matters - Lead JW   1. Parish Councils Working Group (SWPCWG) – update from meeting on 22nd March 2. Rosewood Enforcement Issue – update RB |
| **E165** | Transport/Road Safety - Lead PY   1. Additional Grit Box, Warrington Road – PY to update 2. Narrow pavement near fishing pond – FB to update 3. Planters/litter bin on entering Hatton – FB/PY to update 4. Depression in road on Goose Lane – PY to update |
| **E166** | Community/Social Activities/Village Communications - Lead RB   1. Village Competition – gateway designs |
| **E167** | Chair Matters   1. Review annual payment from Creamfields – PM to report back 2. Boundary Review – PM to report back from meeting held on 9th March 3. Village Gateways - PM to update |
| **E168** | Approval of Parish Council items for Newsletter, Website & Social Media |
| **E169** | Councillor issues or Resident issues previously raised with Councillors directly   1. Planning application – Warrington Road – PY to report |
| **E170** | Date and time of next meeting – to be confirmed |