**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 minutes1. 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
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| **E158** | Plan – the way forward for the next 18 months - ideas from all councillors for projects and initiatives for coming year1. ***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
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| **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 Report1. Financial Monthly Report – March 2021 - EMO
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| **E161** | Correspondence Report – items previously circulated via email |
| **E162** | Technology Matters – Lead ST1. Councillor email addresses to forward to Clerk - update
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| **E163** | Environment Matters – Lead PY1. Waste Management/ Fly Tipping Incidents – update from meeting with Trevor Gleave
2. Best kept village – PY to source other awards - update
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| **E164** | Planning Matters - Lead JW1. Parish Councils Working Group (SWPCWG) – update from meeting on 22nd March
2. Rosewood Enforcement Issue – update RB
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| **E165** | Transport/Road Safety - Lead PY1. 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
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| **E166** | Community/Social Activities/Village Communications - Lead RB1. Village Competition – gateway designs
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| **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
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| **E168** | Approval of Parish Council items for Newsletter, Website & Social Media |
| **E169** | Councillor issues or Resident issues previously raised with Councillors directly1. Planning application – Warrington Road – PY to report
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| **E170** | Date and time of next meeting – to be confirmed |