



MALBOROUGH PARISH COUNCIL

NOTICE OF THE NEXT MEETING **THE ANNUAL GENERAL MEETING**

Venue:	The Annexe, Malborough Village Hall
Date:	WEDNESDAY, 15 th May 2019
Time:	7.30pm

Councillors, I hereby give you notice that the Annual General Meeting of the Parish Council will be held at the venue, date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below.

Dated this 10th May 2019

To: All Members of the Council

cc: District Cllrs Judy Pearce & Mark Long, County Cllr Rufus Gilbert

BUSINESS TO BE TRANSACTED

1. Welcome & Apologies
2. **ACCEPTANCE OF OFFICE** – All Councillors
3. **ELECTION OF CHAIRMAN & CHAIRMAN ACCEPTANCE OF OFFICE**
4. **ELECTION OF VICE CHAIRMAN**
5. **APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES** - Representatives on External Bodies - Agreement of Clerk's mandate of Responsible Financial Officer
6. **MESSENGER**
7. **DECLARATIONS OF INTEREST**
8. **MINUTES OF PREVIOUS PARISH COUNCIL MEETING & ANNUAL PARISH MEETING**
9. **MATTERS ARISING** from the minutes:
Dog Walking in the Community Wood, Public Toilets, Collaton Rd Bus Stop, East Soar Car Parking,
10. **POLICE BUSINESS**
11. **COUNTY COUNCILLORS REPORT & HIGHWAYS:** Higher Town & Cycle Path Tarmac issue.
12. **DISTRICT COUNCILLORS REPORT:**
13. **PLANNING & ENFORCEMENT** - List of applications & decisions/SHDC -
Cost of planning applications. Enforcement, Neighbourhood Development Plan.
NO PLANNING APPLICATIONS RECEIVED DURING THE PERIOD.
14. **BUSINESS TO BE DISCUSSED** -
Footpaths, Trees and Allotments - Cycle Track Cut, Bank Cut, Allotment Stile Request, Highway Maintenance Bid, Village Hall – Car Park, Request for additional grass cutting, Marshalls at Football Games, Miscellaneous - Land Ownership The Pound & Substation, VAS.
15. **FINANCE & GOVERNANCE Receipts & Payments** – Month 2
Accounts to pay – Clerks Salary HMRC & Expenses, DALC Affiliation £217.17, SHDC Toilet payments two years £2,207.47, Malborough Garden Services £393, Data Protection ICO £35, G&J Hocking Allotments Rent £250, Came & Co Insurance £727
Miscellaneous – Review of policies, Clerks Salary, VAT Return, Internal Audit, External Audit, Candidate Spending Forms, New Councillor Courses including Planning.
16. **CORRESPONDENCE & OPEN FORUM**
AONB 2019-2024 Meeting Battisborough House 24th May 11.30am – 12.45pm
17. **CLOSED SESSION:** At this point in the meeting any parishioners present will be asked to leave to enable the Councillors to conduct a closed session discussion.
18. **NEXT MEETING** - The next Parish Council meeting is on Wednesday 19th June 2019, 7.30pm, Village Hall Annexe

Signed: *Katharine Harrod*
Clerk to Malborough Parish Council

*Contacts: Chairman: Cllr T John Yeoman, tel: 01548 561232, tjeoman@btinternet.com
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