**ALRESFORD PARISH COUNCIL**

**Annual Parish Council Meeting**

**Notice of meeting**

Meeting to be held at 7.30pm on Wednesday 8th May 2019 at The Pavilion, Ford Lane, Alresford.

You are hereby summoned to attend the Annual Parish Council meeting of Alresford Parish Council in the Pavilion, the Press and Public are also invited to attend for the purpose of transacting the following business:

**PART A AGENDA**

**05.19.1276** **Election of Chairman**

**05.19.1277** **Declaration of office for Chairman**

**05.19.1278** **Election of Vice-Chairman**

**05.19.1279 Announcements**

**05.19.1280** **Apologies for absence:** To note apologies for absence received.

**05.19.1281 Minutes of the last monthly meeting:** To approve the minutes of the meeting from 3rd April 2019.

**05.19.1282 Declarations of Interest:** To note the nature and type of declarations of interest in accordance with the Council’s Code of Conduct (and section 106 of the Local Government Finance Act 1992) relating to items on this agenda.

**05.19.1283** **Public Forum (10 min. item. Public may address the Council for no longer than 3 mins. per person).** Following the forum, the public are not permitted to interrupt the meeting or participate in debate.

**05.19.1284 Appointment of Committee members and representatives**

(i) Finance Committee members

(ii) Planning Committee & Neighbourhood Plan Committee members

(iii) Personnel Committee

(iv) Pavilion Management Committee – (to be in accordance with Licence arrangement)

(v) Police Liaison Representative

(vi) Tree Warden

(vii) Tendring District Association of Local Council Representatives

(viii) Highways (inc. street lighting) Representative

(ix) Transport Representative

(x) Health and Safety Officer

(xi) Fire Officer

**05.19.1285** **Appointment of Working Party Members**

(i) Environment & Footpaths

(ii) Highways

(iii) CCTV & Community Safety

(iv) Playing field

(v) Alresford Creek

(vi) Allotments

**05.19.1286** **Powers of a PCSO to be increased**

**05.19.1287 Local Council Tax Support Scheme withdrawal details**

**05.19.1288 Neighbourhood Plan report**

**05.19.1289 Woman Wellbeing group update**

**05.19.1290 Hand dryers for the Pavilion**

Recommendation from the Pavilion Management Committee. To discuss and make a decision on replacing the current blue hand towel with hand dryers, price to include installation.

**05.19.1291 Outside pathway lighting**

Recommendation from the Pavilion Management Committee. Proposal for solar powered lighting for the pathway from the car park to the Pavilion.

**05.19.1292 New waste bin for the playing field (near skate park)**

**05.19.1293 Material budget for the Maintenance Person**

**05.19.1294 New printer for the Parish Office**

**05.19.1295 Insurance renewal for 2019/20**

**05.19.1296 Quorum reduction for Parish Council meetings**

**05.19.1297 Whiteboard/pin board for the RFO**

**05.19.1298 Task list for new Maintenance Person**

**05.19.1299 Remuneration Panel Allowance**

**05.19.1300 Expenses for the Booking Clerk**

**05.19.1301 County and District Councillor’s Reports:** To receive reports from elected representatives. (5 minutes maximum each Councillor would be appreciated).

**05.19.1302 Finance report (monthly) for approval of payments**

**05.19.1303 Clerks report/Correspondence not previously circulated**

(i) ‘Fly the Red Ensign for Merchant Navy Day’ 3rd September 2019

(ii) EACH (East Anglia’s Children’s Hospices) voluntary donation

**05.19.1304 Community Speed Watch Report**

**05.19.1305 PCSO report**

**05.19.1306 Committee and Working Party reports:**

(i) Planning Committee report

(ii) CCTV Working Party report

**PART B – IN CAMERA**

**05.19.1307 Appointment of Maintenance Person (Handy Person)**

**05.19.1308 Pay increase for staff**

**05.19.1309 Contract cleaner - Increase in contractual rate**

**05.19.1310 Nomination for Long Service Community Award**

**05.19.1311 Meeting closes**

Michelle Salazar – Parish Clerk & Proper Officer - 2nd May 2019