



BADGER FARM PARISH COUNCIL

You are hereby summoned to attend the Annual Meeting of Badger Farm Parish Council to be held in the Bushfield Room BFCC on 14th May, 2018 at 7.30 p.m. to transact the following business.

AGENDA

- 1. To elect the Chairman of the Council and to receive the Chairman's declaration of office**
- 2. To elect the Vice-chairman and to receive the declaration of office**
- 3. To receive apologies for absence**
- 4. To receive any Declarations of Interest from Members**
- 5. Minutes – to approve as a correct record, the minutes of the ordinary Parish Council meeting held on 9th April, 2018**
- 6. To approve and confirm Council's Standing Orders**
- 7. To approve and confirm Council's Financial Regulations**
- 8. To approve and confirm Council's Code of Conduct Policy**
- 9. To approve and confirm Council's Communications Protocol Policy**
- 10. To approve and confirm Council's Complaints Procedure**
- 11. To approve and confirm Council's Risk Assessment**
- 12. To approve and confirm Council's Recording at Meetings Policy**
- 13. To approve and confirm Council's Risk Assessment**
- 14. To approve and confirm Council's Freedom of Information Policy**
- 15. To appoint an Internal Auditor for 2018/19**
- 16. To review Council's Asset Register**
- 17. To review Council's Insurance policy and discuss/decide any alterations**
- 18. To approve the Clerk's salary and hours of employment**

- 19. To appoint members to working parties.**
 - a. Planning
 - b. Communications
 - c. Recreation – Playgrounds and Open Spaces
 - d. Parish Maintenance/Lengthsman
 - e. Highways and Transport

- 20. To appoint representatives to the undermentioned external bodies.**
 - a. Police
 - b. Hampshire Transport Forum
 - c. Badger Farm Community Centre
 - d. W.A.D.L.C.

- 21. To set the dates and times of ordinary Council meetings for the year.**

- 22. To consider continued membership of HALC.**

- 23. Planning:**
 - 18/00763 – 43 St. Anne’s Close, side extension and conservatory with tiled roof.
 - 18/00968 – 2 Wheatland Close, single storey rear extension.
 - 18/00312 – 38 Honeysuckle Close, front porch.
 - 18/00899 – 19 Wheatland Close, front porch.

- 24. To receive Reports from H.C.C. Member Cllr. Mrs. Warwick and W.C.C. Members Cllr. Mrs. Bell and Cllr. Laming.**

- 25. Matters Arising – urgent matters not on the Agenda.**

- 26. Clerk’s Report.**

- 27. Finance:**
 - a. To approve signing off 2017/18 accounts.
 - b. To approve the bank reconciliation
 - c. To approve Sections 1 & 2 of the Annual Return
 - d. To receive the budget control report 2017/18
 - e. To receive explanations of significant differences
 - f. To approve the payments for April ’18 and sign cheques

Date and locations of next meeting – June 11th 2018, 7.30 p.m. Bushfield Room, BFCC.

Christine Howe (Mrs.),
Clerk and RFO, Badger Farm Parish Council