

Goldshaw Booth Parish Council

SUMMONS TO ATTEND A MEETING OF GOLDSHAW BOOTH PARISH COUNCIL, AT 7 PM ON TUESDAY 11TH APRIL 2017 AT ST MARY'S CE PRIMARY SCHOOL, NEWCHURCH IN PENDLE.

A G E N D A

1. WELCOME TO GUESTS AND VISITORS

2. PUBLIC FORUM

To receive, for a maximum of 10 minutes, questions from members of the public on issues which appear on the agenda.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

Members are reminded of the legal requirements concerning the declaration of interests. A Member must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

5. MINUTES

To approve, or otherwise, the Minutes of the meeting held on 14th March 2017

6. MATTERS ARISING FROM MINUTES – (For Information only)

7. REPORTS FROM CHAIRMAN AND PARISH COUNCILLORS

To receive reports from the above.

8. COUNCILLOR VACANCY

As the required notice period has elapsed, members are asked to fill the vacancy by co-option.

9. APPOINTMENT OF INTERNAL AUDITOR

Members are asked to agree the appointment of Yorkshire Internal Auditors, specialists in Parish/Town Council auditing, to undertake the internal audit. The cost is estimated to be a minimum of £50 with a maximum of £90.

10. PARISH LAPTOP COMPUTER

Members are asked to discuss and agree the purchase of a replacement laptop computer. (See attached report)

11. MEETING DATES FOR 2017/2018

The meeting dates for the forthcoming year will be as follows:- **2017**- 11th April, 9th May, 13th June, 11th July, 8th August, 12th September, 10th October, 14th November 12th December. **2018** – 9th January, 13th February, 13th March.

12. BEST KEPT VILLAGE COMPETITION

Members are asked to discuss and agree their areas of responsibility, throughout the duration of the competition.

13. LOCATION OF SPEED INDICATOR DEVICE

Following discussion at last month's meeting, County Councilor Wakeford requested that Councillors give consideration to the location of a Speed Indicator Device.

14. ARRANGEMENTS FOR PARISH MAINTENANCE

It is proposed that the Parish Council withdraw from the current lengthsman scheme. Members are asked to discuss and agree the arrangements for the forthcoming year.

15. FINANCIAL TRANSACTIONS

The financial transactions for March 2017 are as follows.

AMOUNT	PAYEE
£33.48	United Utilities
£30.00	Best Kept Village
£49.06	C Burt (reimbursement)
£59.33	LALC Subscription
£390.61	Zurich Municipal
£135.94	United Utilities

There were receipts of £15.28 (toilet income) during the month.

The accounts to year end 31st March 2017 are enclosed for approval.

16. PROCEEDURAL CHANGES

Members are asked to consider a gradual implementation of a paperless system, whereby the use of paper is eliminated or greatly reduced. This would be done by converting documents and other papers into digital form.

Implementation of such a system could save money on printing, postage costs and paper, save space, make documentation and information sharing easier and help the environment.

17. COUNCIL INVOICES

Members are asked to ensure that when items are purchased on behalf of the Parish Council, that a separate invoice is obtained. This will prevent ambiguity at Audit.

18. SPENBROOK MILL

Current information relating to this subject will be provided by Councillor Wilkinson.

19. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

To receive reports from the above.

20. ITEMS FOR NEXT AGENDA

21. DATE OF NEXT MEETING

The next meeting will take place on Tuesday 9th May 2017 and will be followed by the Annual Parish Meeting.

Signed

Date 1st April 2017