



NORTHLEACH WITH EASTINGTON TOWN COUNCIL

The Westwoods Centre, Bassett Road, Northleach, Gloucestershire
GL54 3QJ, Tel: 01451 861499 Email: clerk@northleach.gov.uk

All Members of the Council are hereby summoned to attend the Annual General Meeting of

NORTHLEACH WITH EASTINGTON TOWN COUNCIL

On Wednesday 24th May 2017 AT 7.00 PM.

for the purpose of considering and resolving upon the business to be transacted as set out hereunder. **Members of the public are also invited to attend.**

Dated this day 17th May 2017, Mrs C Crompton, Clerk to Northleach with Eastington Town Council

BUSINESS TO BE TRANSACTED

1.	1.1	Election of Chairman and Mayor of Northleach with Eastington To hold office until the Annual General Meeting 2018	Verbal																																																																		
	1.2	To Receive the Chairman's Acceptance of Office																																																																			
2.	2.1	Election of Vice Chairman and Deputy Mayor of Northleach with Eastington To hold office until the Annual General Meeting 2018	Verbal																																																																		
	2.2	To receive the Vice Chair's Acceptance of Office																																																																			
3.	3.1	To receive apologies	Verbal																																																																		
	3.2	Declaration of Interests, Opportunity to Update Register of Members Interests	Verbal																																																																		
4.		To Appoint Committees and Groups	Verbal																																																																		
	4.1	To confirm members of Property and Premises Maintenance Committee	Verbal																																																																		
	4.2	To confirm members of Westwoods Committee	Verbal																																																																		
	4.3	To confirm members of Finance, Funding & Grants Committee To Appoint 2 Members additional to Chairman and Vice Chairman of Council, Chairman of PPMC Committee and Chair of Westwoods Committee. (The Chairs of all the committees will be agreed at the first relevant committee meeting)	Verbal																																																																		
	4.4	Planning Committee - All Members	Verbal																																																																		
	4.5	KGV Trust - All members, Chair to be elected at first meeting	Verbal																																																																		
	4.6	Agree project working groups	Verbal																																																																		
5.		Public Question Time The Chairman shall have discretion to limit to fifteen minutes the time set aside to receive statements from the public, and to limit to three minutes the time available for any one member of the public to deliver their statement as per Standing Orders.																																																																			
6.		Police Report	Attached																																																																		
7.		County and District Councillor's Reports	Verbal																																																																		
		Matters for Decision																																																																			
8.		Acceptance and signing of Minutes of the Meeting held Wednesday 22 nd March 2017	Attached																																																																		
9.		Action Point Update and Clerks Report	Attached																																																																		
10.		Finance:																																																																			
	10.1	To approve the Register of Assets for insurance purposes	Attached To follow To follow																																																																		
	10.2	To review and approve the Town Council's Standing Orders																																																																			
	10.3	To review and approve the new Financial Regulations for 2017 - 2018																																																																			
	10.4	To Approve following Bills for Payment	Circulate at meeting																																																																		
		<table border="1"> <thead> <tr> <th>Supplier</th> <th>Service</th> <th>Amount</th> <th>Acc</th> <th>Inv.</th> <th>Authority</th> </tr> </thead> <tbody> <tr> <td>Scribe</td> <td>Accounts</td> <td>£416.40</td> <td>TC</td> <td>Inv. 0170</td> <td></td> </tr> <tr> <td>Westwoods Centre</td> <td>Exercise Class</td> <td>£56.02</td> <td>TC</td> <td>10/2387</td> <td>LGA1972 s.134</td> </tr> <tr> <td>Penelope Coghlan</td> <td>Town Sign restoration</td> <td>£560.25</td> <td>TC</td> <td>4/5/17</td> <td>LGA1892 s.8</td> </tr> <tr> <td>Viking</td> <td>Office Supplies</td> <td>£154.02 + £139.51</td> <td>TC</td> <td>125657 + 161350</td> <td>LGA1972 s.111</td> </tr> <tr> <td>Cat Crompton</td> <td>Litter pickers</td> <td>£91.79</td> <td>TC</td> <td>Amazon</td> <td>LGA 1892 s.8</td> </tr> <tr> <td>Mary Cassidy</td> <td>Office Printer cartridges</td> <td>£178.30</td> <td>TC</td> <td>Amazon</td> <td>LGA 1972 s.111</td> </tr> <tr> <td>Community First</td> <td>Parish Ins</td> <td>£814.13</td> <td>TC</td> <td>Renewal</td> <td>LGA 1972 s.134</td> </tr> <tr> <td>Travis Perkins</td> <td>Bus stop</td> <td>£298.66</td> <td>TC</td> <td>XE7832</td> <td>LGA1892 s.8</td> </tr> <tr> <td>McCracken</td> <td>Grass Cuts</td> <td>£1119.60</td> <td>TC</td> <td>Inv. 7930</td> <td>LGA 1972 s.134</td> </tr> <tr> <td>David Payne</td> <td>Hall lights</td> <td>£512.29</td> <td>WW</td> <td>3197</td> <td>LGA1892 s.8</td> </tr> </tbody> </table>		Supplier	Service	Amount	Acc	Inv.	Authority	Scribe	Accounts	£416.40	TC	Inv. 0170		Westwoods Centre	Exercise Class	£56.02	TC	10/2387	LGA1972 s.134	Penelope Coghlan	Town Sign restoration	£560.25	TC	4/5/17	LGA1892 s.8	Viking	Office Supplies	£154.02 + £139.51	TC	125657 + 161350	LGA1972 s.111	Cat Crompton	Litter pickers	£91.79	TC	Amazon	LGA 1892 s.8	Mary Cassidy	Office Printer cartridges	£178.30	TC	Amazon	LGA 1972 s.111	Community First	Parish Ins	£814.13	TC	Renewal	LGA 1972 s.134	Travis Perkins	Bus stop	£298.66	TC	XE7832	LGA1892 s.8	McCracken	Grass Cuts	£1119.60	TC	Inv. 7930	LGA 1972 s.134	David Payne	Hall lights	£512.29	WW	3197	LGA1892 s.8
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		Spot On	Cleaning supplies	£189.17	WW	11957093	LGA1892 s.8		
		Sweetfuels	Oil for WW	£1082.85	WW	1179895	LGA 1894 s.8		
		Gary Evans	Windows	£20.00	WW	019	LGA 1894 s.8		
		Cathedral	Hygiene Bins	£38.99	WW	1004078	LGA 1894 s.8		
		Sweetfuels	Oil for KGV	£259.88	KGV	1178018	LGA 1894 s.8		
		Castle Water	Pavilion	£338.90	KGV	TW967367	LGA 1894 s.8		
	10.5	To Receive the Internal Auditor's Report for Year Ending 31 March 2017 (if complete)							To Follow
	10.6	To consider and sign the Annual Governance Statement 2016 - 2017							To follow
	10.7	To consider and sign the Accounting Statements for 2016 - 2017							To follow
11.		Co-opt new Councillor following the resignation of Neil Fletcher							Verbal
12.		Receive request from CDC regards monitoring the Public Toilets and agree next steps							Attached
13.		Receive information about the Sheepdog Trials at Lodge Park and agree next steps							Attached
14.		Agree what the £100 filming donation will be used for							Verbal
15.		Receive update about the newly installed double yellow lines at West End							Verbal
16.		Consider council's response to the TTRO1582 traffic plan for Amplified Festival							Att + Add
17.		To consider submitting an application for additional funding for the NDP project. (Reference item 6, NDP steering Group meeting 17.09.17)							Attached
		Matters for Information							
18.		Record thanks to Mrs Coghlan for the work on the Town Sign							Verbal
19.		Receive information about Macarthur Road parking issues							Attached
20.		Receive information about encroachment onto the water meadow							Attached
21.		Items for future meetings Please note no decisions can be taken at this point							Verbal
22.		Date and time of next meeting, Wednesday 21st June at 7pm The Westwoods Centre							