



# HANHAM PARISH COUNCIL

**There will be an Annual Meeting of Hanham Parish Council in the  
RIDGEWAY ROOM, Hanham Community Centre, High Street, Hanham on:  
THURSDAY 16<sup>th</sup> MAY 2019 at 7.30 pm**

OPEN TO THE PUBLIC

All Councillors are requested arrive by 7.20pm to sign the Declaration of Acceptance of Office which will be witnessed by the Clerk prior to the start of the meeting

## AGENDA

1.	<p>ELECTION OF THE CHAIRMAN FOR THE YEAR 2019/20</p> <p><i>Declaration of acceptance of office forms to be witnessed by the Clerk</i></p>
2.	<p>CHAIRMAN'S REMARKS</p> <p><i>Welcome, introductions and emergency evacuation procedure</i></p>
3.	<p>APOLOGIES FOR ABSENCE</p>
4.	<p>DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS</p> <p><i>Members who have Disclosable Pecuniary Interests or Other Non Disclosable Pecuniary Interests to declare are asked to:</i></p> <p><i>a ) State the item number in which they have an interest</i></p> <p><i>b) State the nature of the interest</i></p> <p><i>Please note if an interest of this nature is declared the Member will not be permitted to speak on the item and must leave the room for the duration of the debate and the vote on the item.</i></p>
5.	<p>ELECTION OF THE VICE CHAIRMAN FOR THE YEAR 2019/20</p>
6.	<p>REGISTRATION OF MEMBERS INTERESTS</p> <p><i>To confirm that the Clerk has received parish councillors completed forms by email as a WORD document as per instructions from South Gloucestershire Councils Monitoring Officer.</i></p>
7.	<p>TO APPOINT MEMBERS TO SERVE ON THE UNDERMENTIONED COMMITTEES</p> <p>a) Finance Committee (minimum of four members)</p> <p>b) Planning Committee (minimum of four members)</p>

8.	<p>TO APPOINT REPRESENTATIVES TO OTHER BODIES</p> <ul style="list-style-type: none"> <li>a) ALCA</li> <li>b) Guardian for the Defibrillator</li> <li>c) Hanham Business Community Partnership</li> <li>d) Hanham Community Centre, Management Committee</li> <li>e) Hanham and Longwell Green Community Engagement Forum</li> <li>f) Hanham Common Fayre Committee</li> <li>g) Newsletter Working Group</li> <li>h) Remembrance Service Co-ordinator</li> <li>i) Town and Parish Council Forum</li> <li>j) Any other groups</li> </ul>
9.	<p>CONFIRMATION OF MINUTES</p> <p><i>To confirm the minutes of the meeting of the Council held on 3<sup>rd</sup> April 2019.</i></p>
10.	<p>ADJOURNMENT FOR PUBLIC PARTICIPATION</p> <p><i>Any <u>resident</u> of the Hanham Parish area or persons affected by decisions taken by the Council may address this meeting (for no more than five minutes) to present a petition or make a statement</i></p> <ul style="list-style-type: none"> <li>- Items from the public</li> <li>- Report from the District Councillor</li> </ul>
11.	<p>RECONVENE MEETING</p>
12.	<p>PLANNING MATTERS</p> <ul style="list-style-type: none"> <li>a) Consideration of planning applications received:- None as at date of issues 9/5/2019</li> </ul> <p>These applications may be available for viewing on the South Glos. Planning website: <a href="http://developments.southglos.gov.uk/online-applications/">http://developments.southglos.gov.uk/online-applications/</a></p> <ul style="list-style-type: none"> <li>b) Other matters relating to planning.</li> </ul>
13.	<p>FINANCE</p> <ul style="list-style-type: none"> <li>a) Financial report from the Chair of Finance</li> <li>b) To update the bank mandate and add new signatories</li> <li>c) To authorise payment of accounts</li> </ul>
14.	<p>ANNUAL RETURN FOR YEAR ENDED 31<sup>st</sup> MARCH 2019</p> <ul style="list-style-type: none"> <li>a) To receive the Financial Statement for 2018/19</li> <li>b) To approve Section 1 of the Annual Governance Statement for 2018/19</li> <li>c) To approve Section 2, Accounting Statements for 2018/19</li> </ul>
15.	<p>ANNUAL REVIEW OF THE FOLLOWING</p> <ul style="list-style-type: none"> <li>a) Standing Orders</li> </ul>
16.	<p>GENERAL POWER OF COMPETENCE</p> <p>To confirm eligibility in accordance with the regulations.</p>

17.	<p>MATTERS ARISING</p> <p><i>On-going issues from previous meetings.</i></p> <ul style="list-style-type: none"> <li>a) Dedication Service for bench seats</li> <li>b) Memorial Garden Boundary - ongoing maintenance issues</li> <li>c) Computer upgrade</li> </ul>
18.	<p>REPORTS FROM PARISH COUNCIL REPRESENTATIVES FROM OTHER MEETINGS</p> <p><i>Brief verbal presentation, with copy of full report to Clerk if necessary.</i></p>
19.	CORRESPONDENCE FROM SOUTH GLOS COUNCIL
20.	CORRESPONDENCE FROM OTHER SOURCES
21.	<p>MEMBERS POINTS OF INFORMATION</p> <p><i>All matters to be notified to the Chair <u>prior to the meeting.</u></i></p>
22.	DATE OF NEXT MEETING

.....Clerk to the Council

Enquiries to: Clerk to the Council, Nicola Little, 10 Tyler Close, Hanham, Bristol, BS15 9NG  
Tel: 01454 862696 email:clerk@hanhampc.org.uk

## HANHAM PARISH COUNCIL

### ACCOUNTS FOR PAYMENT AS AT 8<sup>th</sup> May 2019 TO BE AUTHORISED AT FULL COUNCIL MEETING OF 16<sup>TH</sup> MAY 2019

#### **Automated Payments approved by Chair and Vice Chair outside of meeting**

<b><u>Auto Payments</u></b>		
PAID	Hanham community centre – room hire	204.00
PAID	David Ogilvie, memorial plaque	65.94
PAID	Information Commissioners Office, Data protection fee	40.00

#### **Automated Payments Due**

£

Due	HMRC - monthly tax and NI	253.01
Due	Banes Council: Avon Pension Fund	565.57
Cheques		
No. 101003	M S Therapy –Grant Award	250.00

#### **Automated Payments to Clerk**

Due		1.60
N. Little -	mileage claim for car journeys relating to parish business.	
Automated Payment due to N Little in respect of the above.		<b>1.60</b>

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#### **PAYMENT FOR AUTHORISATION IN ADVANCE OF NEXT FULL COUNCIL MEETING**

Auto Payment	N Little- Salary, May	1,213.01
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I hereby certify the above payments were authorised by Hanham Parish Council at its meeting on 16<sup>th</sup> May 2019

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Chairman