

# **CRANBORNE & EDMONDSHAM PARISH COUNCIL**

Clerk: Ms. Wendy Hopkins

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**Councillors are hereby summoned to attend a meeting the 'Annual Meeting' of Cranborne & Edmondsham Parish Council to be held at The Cecil Memorial Hall, Cranborne on Thursday 16<sup>th</sup> May 2019 at 7.00pm for the purpose of transacting the following business.**

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## **AGENDA**

### **1. NOMINATIONS AND APPOINTMENTS**

- 1.1 Nomination and election of Chairman.
- 1.2 To receive the Chairman's Declaration of Office.
- 1.3 Nomination and election of Vice Chairman.
- 1.4 To receive the Vice-Chairman's Declaration of Office.
- 1.5 To receive the councillors Declaration of Office.
- 1.6 Appointment of Councillors to various committees.
- 1.7 Co-op of Alan Hayward onto PC on behalf of Edmondsham

2. Open Forum.

3. Apologies for Absence.

4. Disclosure of Interests.

Any Cllr who has a personal or prejudicial interest relating to any item(s) on this agenda should declare it. If a prejudicial interest is held, the member will be able to make a representation at the beginning of the agenda item but will then be required to leave the room whilst the item is discussed and voted upon.

5. To confirm the Minutes of the previous Annual Meeting of Cranborne & Edmondsham Parish Council and any matters arising which are not covered by an agenda item.

### **6. PLANNING**

### **7. DORSET COUNCIL MATTERS**

Newly elected Cllr Tooke attending

### **8. PARISH COUNCIL MATTERS**

8.1 The Annual Parish Meeting to be held on Thursday 6<sup>th</sup> June at The Cecil Memorial Hall, Cranborne at 7pm

8.2 Playarea - Update

8.3 Highways – To discuss – Dirty highway signs

8.4 Transport – SID update

8.5 Bus Shelter

8.6 Installation of radio base station – Update

8.7 Silver Birch on PC owned footpath behind Hibberds Field – Update

- 8.8 Clerks weekly working hours - Update
- 8.9 Cranborne Village Hall – Report from PC representative
- 8.10 Edmondsham Village Hall – Report from PC representative
- 8.11 CASC – Report from PC representative
- 8.12 DAPTC – To discuss Chairman’s Letter  
Report from PC representative
- 8.13 Police

10. **FINANCE:**

- 10.1 Two Bank signatories to be appointed
- 10.2 Approval of the following documents – deferred from April meeting.  
(Annual check completed by the clerk and Cllr Mrs. S Batten)
  - Standing orders
  - Financial Regulations
  - Financial Risk Assessment
  - Land Risk Assessment
  - Asset Register 18/19
- 10.3 Approval of Internal Audit report 2<sup>nd</sup> half 2018/19 – deferred from April meeting
- 10.4 Approval of accounts for year 31<sup>st</sup> March 2019 – deferred from April meeting
- 10.5 To approve the following payments: -
  - Clerk’s salary x 1 month
  - DAPTC – Annual Subscription 2019/20
  - DAPTC – Invoice for New Clerks Course
  - BHIB – Invoice for Local Councils Insurance Renewal
- 10.6 Request for funding from Life Education - £200 granted in September 2018  
- Deferred from April meeting
- 10.7 Cranborne Bowling Club - Replacement of netting fence  
- Deferred from April meeting

11. **FOR REPORT ONLY**

12. **NEXT PARISH COUNCIL MEETING**

Tuesday 18<sup>th</sup> June 2019 at 7pm at the Cecil Memorial Hall, Cranborne.

Members of the public are invited to attend the Parish Council meetings as observers. There will be an opportunity during the public open forum for questions, complaints and discussions.