

27 April 2009

Dear Councillor

ANNUAL PARISH COUNCIL MEETING

You are hereby summoned to attend the annual meeting of Crigglestone Parish Council, which will be held on **Tuesday 5 May 2009** in the Village Institute, High Street at 7.00pm where the following business will be transacted:

There will be a 15-minute 'Open Session' prior to the commencement of the meeting to take questions from members of the public.



1. Appointment of Chair.
2. Appointment of Vice Chair.
3. To accept apologies for absence.
4. Declarations of interest in items on the agenda.
5. To confirm date and time of meetings 2009/10.
6. To receive such items that the Chairman may wish to lay before the Council.
7. To confirm the Minutes of the meeting held on 7 April 2009.
8. To report matters arising from those minutes not on the agenda, for information only.
9. To agree that members of the press and public be asked to leave the meeting following agenda item 33.
10. To receive the Police Report.
 - To discuss carry forward/confirmation of funds for 2009/10.
11. To approve the Risk Assessment for audit purposes (attached).
12. To appoint members to the Parks and Open Spaces Committee.
13. To appoint members to the Health & Safety Committee.
14. To appoint members to the Personnel Committee.
15. To appoint members to the Rights of Way Committee.
16. To appoint members to Hall Green Community Centre Management Committee.
17. Feedback from meetings - Town and Parish Councils Liaison Group – The Clerk.
18. To receive report from the Parks and Open Spaces Committee.
19. To receive report from the Health & Safety Committee (minutes attached).
20. To receive report from Rights of Way Committee.

21. To discuss Hall Green Community Centre.

22. Village Institute Matters.

- i. To approve minutes of the meeting on 7 April 2009 (attached).
- ii. To receive year end balance sheet
- iii. To approve payment of accounts.
- iv. Appointment of Trustees to Village Institute
- v. To discuss issues arising.

23. Financial Matters

- i. Approval for payment of accounts.
- ii. To receive year end balance sheet 2008/09.
- iii. Review of internal controls.
- iv. Report on outstanding loans.
- v. To agree statement of assets.
- vi. To receive year end balance sheet Worrill's Charity 2008/09.
- vii. Appointment of Trustees to Worrill's Charity.
- viii. To receive year end balance sheet Charlesworth Charity 2008/09.
- ix. Appointment of Trustees to Charlesworth Charity.
- x. To approve annual governance statement.
- xi. To approve posting of 'Electors' Rights' notice.
- xii. To consider query from Hall Green Juniors re grant award (attached).

24. To receive report on outcome of Public Meeting 21 April 2009 (attached).

25. To consider misplaced planting trough.

26. To receive items of correspondence (attached).

27. To discuss planning applications (attached).

28. To receive update on Parish Matters (attached).

29. To receive items regarding Parish Matters.

30. To consider input to the Parish Link magazine.

31. To approve items for the Web Site.

32. To consider Press Reports – Items for Publication.

33. To confirm that the next meeting of the Parish Council will be held on Tuesday 2 June 2009 at 7.00pm in the Village Institute, High Street, Crigglestone.

IN PRIVATE

34. To discuss personnel matters.

Yours sincerely

Janet Mitchell

Clerk to the Council