

NOTICE OF PARISH COUNCIL MEETING

You are hereby invited to attend the Ashmanhaugh Parish Council Meeting in the Preston Room on

Tuesday 7th July 2015 at 7.00pm

for the purpose of transacting the following business

Sarah Hunt

Clerk to the Parish Council

28th June 2015

Press and public are welcome

AGENDA

Councillor Andrew Buxton will be asked to sign his Declaration of Office before taking his seat.

1. APOLOGIES

To consider apologies for absence.

2. DECLARATIONS OF INTEREST

Members are invited to declare a previously undisclosed interest relating to items on the agenda.

3. MINUTES OF PREVIOUS MEETING

3.1 To confirm and agree the minutes of the Annual Parish Council meeting held on 12th May 2015.

4. PUBLIC SPEAKING

The meeting will be adjourned for up to 15 minutes:

4.1 To receive report from County and District Councillor N. Dixon

4.2 To receive questions from the public relating to local issues. In line with the Parish Council Standing Orders, each speaker is allowed a maximum of 5 minutes.

5. MATTERS ARISING

5.1 Water Leak at Crossroads. Update.

6. CORRESPONDENCE.

None received.

7. THE COMMON.

Update – Cllr Buxton.

8. INSURANCE.

Update on increased charge.

9. LOCAL COUNCIL AWARD SCHEME.

To consider joining.

10. ADMINISTRATIVE MATTERS.

10.1 To approve advertisement for Parish Clerk.

Mrs Sarah Hunt – Clerk to Ashmanhaugh Parish Council
Weavers Edge, Chequers Street, East Ruston, Norfolk. NR12 9LR

ASHMANHAUGH PARISH COUNCIL

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- 10.2 To agree interview panel and timescale, to agree Person Specification.
- 10.3 To agree contract and job description (unchanged).
- 10.4 To review Training policy – recommendation unchanged.

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11. FINANCIAL MATTERS.

11.1 Receipts

None.

11.2 To authorise payments for:-

a)	AON Insurance chq 225195	£193.34*
b)	AON Insurance chq 225196	£132.44*
c)	Mrs S Hunt – salary June/July chq 225197	£235.86
d)	Inland Revenue – June/July chq 225198	£58.80
e)	Mr N Sharpe – newsletter chq 225199	£40.37
f)	Mrs Sarah Hunt – office expenses chq 225200	£41.83

*already paid as authorised last month.

11.3 Bank Mandate. To agree signatories.

12. NORWICH RUNNING CLUB.

13. ITEMS FOR NEXT AGENDA.

The Next Parish Council Meeting

Will be held in the Preston Room, School Road, Ashmanhaugh on:-

Tuesday 1st September 2015 at 7.00pm