

# BENTWORTH PARISH COUNCIL

Chairman: Cllr David Hawes

Clerk: Ms Allison Spyer

5 Bronze Close, Beggarwood, Basingstoke, Hampshire RG22 4UF  
Tel: 07786 063570 Email: clerk.bentworth@parish.hants.gov.uk

You are summoned to attend the **Annual General Meeting** of Bentworth Parish Council on **Monday 20<sup>th</sup> May 2019**, at 7pm in the School (Jubilee Hall)

## AGENDA

1. **Election of Chair for 2019/2020**, and signing Declaration of Acceptance of Office
2. **Election of Vice Chair for 2019/2020**, and signing Declaration of Acceptance of Office
3. **Election of Cllrs for 2019/20**, and signing Declaration of Acceptance of Office
3. **Apologies for absence:**
4. **Declarations of interest:** Arising from this agenda, Members are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
5. **Meeting open to the public:** The meeting will allow questions and comments from members of the public. (15 mins)
6. **Minutes:** To confirm the accuracy of the minutes of the Council meeting held on 2<sup>nd</sup> April 2019, already circulated.
7. **Review of delegation arrangements to committees, advisory groups and employees.**
  - Planning
  - Finance
  - Environment
  - Traffic & Highways
  - SpeedWatch
  - Communications
  - Young People
8. **Review of the terms of reference for committees.**
  - Planning
9. **Appointment of any new committees, confirmation of the terms of reference, the number of members (including substitute councillors) and receipt of nominations to them.**
10. **Review and adoption of appropriate standing orders and financial regulations.**
11. **Review of representation on or work with external bodies and arrangements for reporting back.**
12. **Review of inventory of land and assets including buildings and office equipment.**
13. **Review and confirmation of arrangements for insurance cover in respect of all insured risks.**
14. **Review of councils and /or employees membership of other bodies.**
15. **Review of the Councils complaints procedure.**
16. **Review of the Councils procedures for handling requests made under the Freedom of Information Act 2000 and Data protection Act 1998.**
17. **Review of the Councils policy for dealing with press/media.**
18. **Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.**
19. **Neighbourhood Plan: Update**

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## 21. Finance:

### 21.1 Audit:

To sign the certificate of exemption – AGAR 2018/19 part 2, and to sign the Annual Return part 2.

### 21.2 Payments for approval:

• Allison Spyer, Salary	£TBC
• Allison Spyer, Expenses	£TBC
• HMRC, PAYE	£TBC
• Came & Company, Parish Insurance	£459.89
• Came & Company, Neighbourhood plan	£218.00
• Jason Giles, Village Maintenance Work	£52.50
• Toby Stevens, Website Domain	£19.10

### 21.3 Receipts:

• EHDC, Precept first half	£5000.00
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### 21.4 Balance of Current Account:

• Available funds in the Treasury Acct	£16,882.00
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### 21.5 FAG Update:

22 Planning Committee Report: To receive and note the recommendations made by the Planning Committee to East Hampshire District Council.

23 Councillors Reports: Bentworth Community Association; Environment; Footpaths; Health and Safety; Open Spaces; Pond; Traffic and Highways; Transport; Trees; Young People and Families; Broadband.

24 Other Reports: Community Care; Neighbourhood Watch; St Mary's School.

### 25 Meetings Attended:

### 26 Forthcoming Meetings:

27 Date of Next Meeting: To confirm the next Parish Council Meeting will be held on **Tuesday 4th June at 7.30pm.**