

# Kilham Parish Council

Councillors are hereby summoned to attend a meeting of Kilham Parish Council on Monday 14<sup>th</sup> September 2015 at 7.30pm in the Meeting Room, Kilham Village Hall. Public and press are invited to attend.

**Filming of meetings** – A reminder to councillors and member of the public that due to the Openness of Local Government regulations it is possible that this meeting may be recorded by third parties. If members of the public do not wish to be filmed, please contact the clerk before the meeting starts.

*Claire Boston*, Clerk. Tel: 07527 353717 [claire.boston@tiscali.co.uk](mailto:claire.boston@tiscali.co.uk)

## Agenda

*Agenda Item 4 - Public Forum. Up to 15 minutes in total will be allocated at this point in the meeting for residents to give views and questions to the Council regarding items on this Agenda. Members of the public may not speak at the Parish Council meeting itself. Kilham Parish Council kindly requests advance warning from anyone wishing to film, record or take photographs during the meeting so that suitable provision can be made.*

1. To record any apologies for absence.
2. (i). To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of  
(ii). To note dispensations given to any member in respect of the agenda items listed below
3. To agree the minutes of the 13<sup>th</sup> July 2015 and the 03<sup>rd</sup> August 2015 meetings as a correct record and sign them.
4. **Public Forum.** To receive any petitions or questions, in person or written form, from members of the public.
5. **Planning**
6. **Finance.** To approve payment of invoices received, per the payment schedule.
7. **Budget Review**
8. **Internal Audit** – Clerks review of the report
9. **Asset List** – Annual review
10. **War Memorial** – Review the grant for cleaning/inscriptions.
11. **Honours List** – Information update
12. **Rural Transport** - Update

- 13. Playground Inspection reports**, to review the months comments
- 14. Information Working Board** – An update
- 15. Cemetery Fees** – To review and agree the fees
- 16. Christmas Tree/ Christmas Lights** – To discuss the purchase of the Christmas tree and new Christmas lights
- 17. Code of Conduct** – Annual review
- 18. Risk Assessment Playground** – Annual review
- 19. Risk Assessment Clerk** – Annual review
- 20. To receive / note / action all correspondence received**, (most already forwarded by email).  
Additional items received:
- 21. To receive the Clerk's report** of items / activities not covered elsewhere in the agenda
- 22. To receive Councillors' reports**, notices & suggestions for future agenda items.
- 23.** To confirm date and time of next Parish Council meeting.