

Kettleshulme Parish Council

Mr Paul Harris
Clerk of the Council
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33 Buxton Old Road
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SK12 2RW

05 April 2014

Dear Councillor,

You are summoned to attend the Ordinary Meeting of Kettleshulme Parish Council, on **Tuesday 15th April at 7.30pm** in the Memorial Hall, Kettleshulme.

All members of the public are welcome to attend.

Yours Sincerely,



Paul Harris
Clerk of the Council

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Public Forum**
4. **To note any correspondence received**
5. **To agree as a true record the Minutes of the Ordinary Meeting of the Parish Council held on Monday 17th March 2014**
6. **To consider Planning Applications received.**
7. **To note Hall lettings.**
 - a. 26/04/2014 Whaley Bridge Band
 - b. 05/07/2014 Rose Queen
 - c. 01/08/2014 Debes
 - d. 15/11/2014 Beer Keller – Whaley Bridge Band (KEC)
 - e. 29/11/2014 KPC Christmas Fair
 - f. 06/12/2014 Senior Citizens Party and Show (KET)
 - g. 09/12/2014 KPC Christmas Draw
8. **To discuss Health & safety / risk assessment items.**
 - a. Defibrillator
 - b. First aid course.
 - c. Other items
9. **To approve the Health and Safety Risk Assessment**
10. **To approve sub-committee recommendations**
 - a. **Highways and maintenance**
 - i. Street lighting

- ii. Highways & village maintenance.
- iii. Hall maintenance
- iv. Hall & village enhancements

b. Entertainment

11. To receive and consider quotations for Village Hall Maintenance

- a. Installation of a triple fan in the kitchen
- b. Installation of kitchen units
- c. Installation of double glazed windows and doors in the Village Hall
- d. Access to broadband at the Village Hall

12. To receive a report from the Village Hall Enhancement Working Party

- a. Progress in drafting an application to WREN

13. To agree the amended Hall booking forms

14. Finance

- a. CHALC Affiliation and Fee
- b. Cheques to be authorised by the Council
- c. To discuss and agree Hall Charges for 2014/15
- d. VAT reclaim

15. To discuss the Internal Audit and approve the Annual Return for the Financial Year ending 31 March 2014

- a. To approve the Accounting Statements 2013/14
- b. To approve the Annual Governance Statement 2013/14

16. To consider progress in producing a Kettleshulme Community Resilience Plan

17. To discuss the production of village newsletter – consider timings and content for next newsletter

18. Items for future meetings

19. Items for information

20. Date & Time of Next Meeting

Monday 19th May 2014 – Kettleshulme Parish Council Annual General Meeting

To resolve that the press and public be excluded from the meeting for the following items because there may be disclosure to them of exempt information as defined in Schedule 12 A of the Local Government Act 1972.

PART II – CONFIDENTIAL (PRESS AND PUBLIC EXCLUDED)

21. To agree a Job Description with Remuneration for the post of Village Hall Caretaker

22. To discuss and approve appointment to the post of Village Hall Caretaker following advertisement of the role