

Kettlethulme 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 Annual General Meeting of Kettlethulme Parish Council, on **Monday 19th May 2014 at 7.30pm** in the Memorial Hall, Kettlethulme.

All members of the public are welcome to attend.

Yours Sincerely,



Paul Harris
Clerk of the Council

AGENDA

1. **Election of a Chairman for 2014/2015**
2. **Election of a Vice-Chairman for 2014/2015**
3. **Declarations of Acceptance of Office for Chairman and Vice-Chairman**
4. **Apologies for Absence**
5. **Declarations of Interest**
6. **To confirm the Chairman's Allowance for 2014/15**
7. **Review of Standing Orders**
8. **Review of existing Committee and Sub-Committees including terms of reference and any delegated authority**
9. **Consideration of any new Committee and Sub-Committees including terms of reference and any delegated authority**
10. **Receive nominations and make nominations to any Committee or Sub-Committee**
11. **Set dates and times of Council meetings for 2014/2015**
12. **To confirm authorised signatories for Parish Council bank accounts.**
13. **Public Forum**
14. **To note any correspondence received**

15. To agree as a true record the Minutes of the Ordinary Meeting of the Parish Council held on Tuesday 15th April 2014

16. To consider Planning Applications received.

17. To note Hall lettings.

- a. Pilates classes
 - i. Monday 28 April, 12, and 19 May
 - ii. Thursday 24 April, 1, 15 and 29 May

18. To discuss Health & safety / risk assessment items.

- a. Defibrillator
- b. First aid course.
- c. Other items of concern may be raised

19. 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

20. 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

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

- a. Progress in drafting an application to WREN

22. To agree the amended Hall booking forms

23. Finance

- a. Cheques to be authorised by the Council
- b. To discuss and agree Hall Charges for 2014/15

24. To receive any feedback from the Internal Audit, consider any changes necessary to the Annual Return and outline next steps on the Annual Return for the Financial Year ending 31 March 2014

25. To consider progress in producing a Kettlethulme Community Resilience Plan

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

27. To consider the need for a Gardener role in the village

28. Items for future meetings

29. Items for information

30. Date & Time of Next Meeting

Monday 16th June 2014