**Heddon on the Wall Parish Council**

You are hereby summoned to attend the Annual Meeting of the Heddon on the Wall Parish Council

on **Wednesday 9th May 2018 @ 18.30** in Heddon Library

*Louise* Pringle

Clerk to the Council

4th May 2017

# AGENDA

1. **APPOINTMENT OF THE CHAIRMAN OF THE PARISH COUNCIL**
2. **APPOINTMENT OF THE DEPUTY CHAIRMAN OF THE PARISH COUNCIL**
3. **DECLARATIONS OF ACCEPTANCE OF OFFICE and Declarations of Interest**
4. **PRESENT & APOLOGIES FOR ABSENCE**
5. **APPOINTMENT OF COMMITTEE MEMBERS**

* **Planning Committee**
* **Finance Committee**

1. **REVIEW OF STANDING ORDERS**
2. **MINUTES OF THE MEETING HELD ON 12th APRIL 2018**
3. **MATTERS ARISING FROM THE MINUTES**

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| **Owner** | **Action** | **Status** |
| R Young | Cancel hedge trimming East Heddon | **Ongoing** |
| I Armstrong | Arrange Butterfly volunteers |  |
| L Pringle | Prices wall Welfare Field | **Ongoing** |
| L Pringle | Collect and collate paperwork from solicitors | **Ongoing** |
| L Pringle | Letters re tenants payment terms |  |
| L Pringle | Organise Asset Officer Increment |  |
| I Armstrong | Name of Stone Mason, Houghton Farm | **Ongoing** |
| R Young | Price for fencing – sports field | **Ongoing** |
| L Pringle | Dog sign Selman Park plus rubbish sign | **Ongoing** |
| L pringle | Donation GNAA, check situation CAB |  |
| K Pearson | Order seats for Selman Park and plank for Gorse hill | **Ongoing** |
| K Pearson | Inform volunteers re library doors and identify new technician |  |
| R Adams | Organise carpark work Selman Park | **Ongoing** |
| G Pyle | Get wording for letter supporting Archaeology | **Ongoing** |
| L pringle | Send agreement to HJFC and arrange meeting |  |
| A Gardner Medwin | Send letter supporting Archaeology | **Ongoing** |
| L Pringle | To get wall contractors to look at Welfare Field wall | **Ongoing** |
| L Pringle | Push the county re flashing signs |  |
| A Avery | To speak to resident re vegetation on bus shelter | **Ongoing** |
| K Pearson | To order bin for Butterfly garden |  |
| L Pringle | Report fence Butterfly garden |  |
| K Pearson | To get work done on seats Military and slip roads |  |
| A Gardner-Medwin | Letter re Prime Ministers Visit |  |
| A Gardner-Medwin | Letter to resident re gritting |  |

Taberna Close Sculpture

9) **ACCOUNTS**

Sign off April/May Accounts

Sign off annual direct debits and regular payments

10) **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2017/2018**

10.1 To consider and agree any actions arising from the report of the internal auditor. No action required

10.2 To approve the Annual Governance Statement (draft copy attached)

10.3 To approve the draft annual accounts for 2017/2018 (draft copy attached)

10.4 To approve the Accounting Statement and Explanation of Variances (draft copies attached)

