

**HILGAY with TEN MILE BANK PARISH COUNCIL  
ORDINARY MEETING**

**To be held at 7.00pm on Thursday 7th February 2019  
at Hilgay Village Hall**

**Councillors are summoned to attend; members of the public are invited to attend**

**Mrs J A Taylor, Clerk**

**1<sup>st</sup> February 2019**

1. Emergency Evacuation Procedures
  2. To consider apologies for absence
  3. Declarations of Interest
  4. Declarations of recording and social media use
  5. To approve the Minutes of the meeting held on 10<sup>th</sup> January 2019
  6. **Public Participation/District & County Councillor Reports**
  7. Reports
    - a. Chair's Report
    - b. Clerk's Report
    - c. Maintenance Report
    - d. Reports from councillors on items not otherwise covered in the Agenda
    - e. Actions from previous meetings not otherwise covered in the Agenda
  8. Correspondence
  9. Planning
  10. Finance
    - a. To receive bank balance and reconciliation
    - b. To consider authorisation of payments and to sign cheques
    - c. To consider authorisation of clerk internet access to deposit account and funds transfer ONLY between parish council accounts
  11. To receive Minutes of the Finance and Resource Committee
  12. To consider appointment of internal auditor
  13. To review office allowance for clerk
  14. To consider purchase of additional dog bin for TMB
  15. To consider provision of village Christmas Trees 2019
  16. To consider quote for works on Cemetery gates
  17. To consider extension of 50 year exclusive rights of burial, and de-consecration of limited area within Cemetery
  18. To consider removal of bollards from Hilgay footpaths
  19. To consider future of Hilgay Silver Band Practice Room
  20. To consider 2019 season job description for Maintenance Officer
- Exclusion of Press and Public. Standing Order 3d.**
21. To consider grounds maintenance quotes 2019 season
- Exclusion of Press and Public. Standing Order 3d.**
22. To consider development of clerk role and appraisal
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23. To receive information or suggested items for consideration at the next meeting

**The next meeting of the Council will be held on Thursday 7 March 2019 at 7.00pm at Ten Mile Bank Village Hall**