

TACOLNESTON PARISH COUNCIL

PARISH CLERK: Hellen Hammond, Tacolneston Parish Council, Tacolneston & Fornceett Recreation Centre, West Way,
Tacolneston, Norwich. NR16 1BZ
Tel 01379 674774 Email: tacolneston-pc-clerk@outlook.com
RFO: Hellen Hammond: tacolneston-pc-rfo@outlook.com

A Meeting of Tacolneston Parish Council will be held in Tacolneston Village Hall on Wednesday 20th June 2018 at 8pm.

All councillors are summoned to attend.

The press and public are welcome and are able to address the Council during the Public Participation.
However, the law does not permit members of the press and public to take part in debates.

Agenda

1. To consider accepting apologies for absence
2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed
3. To approve the minutes of the meeting held on 21st March 2018
4. To receive the Clerk's report
 - a) Receive the report from Working Group Meeting – Action Plan
 - b) Discuss and approve amendment to Standing Order for Planning Delegation
5. To receive the RFO's report:- To include;
 - a) Update on change of Banks
 - b) Internal Auditor Report
 - c) Signing of AGAR
 - d) Approve the Payment of the following:

E-on	Electricity Bill	£145.35	£0.00	£152.62
Newman & Co.	HMRC Payroll Yr End Submission	£121.00	£0.00	£145.20
Internal Auditor	Invoice for Audit to Yr End 31/03/18	£50.00	£0.00	£50.00
Parish Clerk	May Wages	£542.21	£0.00	£542.21
Parish Clerk	May Expenses	£77.63	£0.00	£77.63
Tops	Garden Services	£231.45	£46.29	£277.74

6. To discuss and approve the Policies for:
 - a) Tree Warden and Risk Assessment
 - b) Footpath Warden and Risk Assessment
 - c) Internal Control Officer and Internal Control Form
 - d) Harrassment and Bullying
 - e) Financial Regulations
 - a) Governance and Accountability
 - b) Internal Control Policy and Form
7. To receive items for the next Agenda and confirm the date and time of the next Parish Council Meeting scheduled for 18th July'18 – 7pm.

Signed: *H Hammond* on 9th June 2018