Take notice that there will be a Meeting of the Hepworth Parish Council on ***Thursday 5th March 2020 at 7:30pm at the Village Hall*** when the matters below will be considered:

Helen Corris, Clerk to the Council

**Democratic 30 minutes: Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman before the start of the Parish Council Meeting. Members of the public may not take part in the Parish Council Meeting itself but can observe.**

**AGENDA**

1. **Apologies and approval of absences**
2. **Receive Declarations of Interest**
3. **To consider requests for dispensations**
4. **To resolve minutes of meeting on 9th January 2020 are a correct record**
5. **To Receive progress reports on previous meeting actions**
6. Repair of dustbins (clerk)
7. Broken path leading to pavilion (Cllr Robinson)
8. Memorial Trees (Mr Penn Tree Warden)
9. Grit bins (clerk)
10. Noticeboard repair and village sign update (Cllr Robinson)
11. Footpath sign North common and mud on road (clerk)
12. Flooding and Street sign repairs (Cllr Thomas)
13. Market Weston footpath/further email received against re-instatement (Cllr A Yorke)
14. Registration of interest in funding regarding possible pavement in The Street (2020 fund) (Clerk)
15. Councillor vacancy (Clerk)
16. Minute amount of precept agreed at last meeting
17. Minute Insurance policy renewal last year- fixed for 3 years (Came & Co)
18. **Public participation session (30 minutes max) to include District and County Councillor Reports**

1. **Finance / Clerks reports**
2. Appoint Cllr to check bank reconciliations
3. Bank reconciliation
4. Receipts and payments
5. Authority letter to bank for change of Clerk details
6. Authorise payment of clerk for training course
7. Review and sign off Risk Assessment document
8. Adopt Internal Control Statement
9. Review and sign off Financial regulations and Standing orders
10. Review effectiveness of Internal Audit
11. Appoint Internal Auditors
12. **Consider speaker for APM & Invitees**
13. **Consider/resolve to request a Parish Council Credit Card for purchases**
14. **To consider celebrating Local Residents 100th Birthday**
15. **To Consider/resolve inviting a speaker regarding Neighbourhood Plan**

Either at a regular meeting or extra ordinary meeting

1. **Correspondence**

Letter from Chapmans received

Email regarding Market Weston Footway

1. **To consider /review effectiveness of bi-monthly meetings**

Consideration of a monthly meeting or consideration of extra-ordinary meetings to clear backlog

1. **Questions to the Chair including items for inclusion on the next agenda**