

# Frankley Parish Council

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council Meeting which will be held on Thursday 13 April **2017**, at St Leonard's Church Hall, Frankley, at **1930** hours to transact the business shown on the Agenda below.

This meeting is open to members of the public and the press at **1930**.

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Cllr N Bailey  
Clerk to the Council

## AGENDA

### 1. Welcome and Introductions

1.1 To receive and approve apologies for absence.

### 2. Declarations of Interest

To sign off declarations of interest for this meeting.

Members are reminded that the Council's Code of Conduct requires that any Member, having a Pecuniary or a Non-pecuniary interest in any of the business to be transacted, must declare all such interests either at the start of the meeting or immediately before the item is discussed. If a Member declares a non-pecuniary interest then that Member may remain in the meeting, take part in the discussion and vote on the matter.

If a Member declares a pecuniary interest then he/she must not take part in any discussion of the matter at the meeting and must NOT vote on the matter. Members need not withdraw from the meeting but any participation by the Member at the meeting in respect of the matter in which they have a pecuniary interest is a criminal offence for which the Member may be prosecuted as well as referred to the City Council's Standards Committee.

### 3. Public Session

Members of the public have the opportunity to address the council on matters of local interest during the first fifteen minutes of the meeting.

Where a Member has a pecuniary interest in the business of the Council that Member must declare that interest but may speak at the meeting for the purpose of making representations, answering questions, or giving evidence relating to the business providing the public are also permitted to attend the meeting for the same purpose. Any representations relating to the business contained on the agenda in which a member has a pecuniary interest or members of the public wish to speak on, should be made at this point of the meeting.

### 4. Approval of the Minutes of the Previous Meeting

4.1 To approve and sign the Minutes of the meeting held in January 2017.

### 5. Chairman's Report

5.1 Update from the Chairman.

**6. Finance**

- 6.1 Payments made during the last 3 months.  
Ensure cheque stubs countersigned by two signatories.
- 6.2 To discuss/approve bank reconciliation statement.
- 6.3 Budget forecast for new financial year.
- 6.4 Propose Internal Auditor for 2017/2018 accounts.

**7. Planning Matters**

- 7.1 To discuss planning.

**8. Roads / Footpaths**

- 8.1 To receive an update from the Chair.

**9. Outside Meetings**

- 9.1 To receive update on meetings attended.

**10. County Councillor**

- 10.1 To receive report from District Councillor.

**11. Correspondence**

**12. Any Other Business**

**13. Items of Parochial Interest**

**Distribution:**

C Allen-Jones  
G Denaro  
R Jenkins

John Gwinnett	(Chairman)
Nancy Bailey	(Acting Clerk & Councillor)
Jane Jarrard	(Councillor)
Pamela Morgan	Councillor)
Phil Smith	(Councillor)

**Dates for future meetings:**

Thursday 13 April 2017  
Thursday 11 May 2017 (AGM)  
Thursday 13 July 2017  
Thursday 12 October 2017

**NOTE.**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.