**SHACKLEFORD PARISH COUNCIL MEETING 10 November 2015**

**To the Councillors of Shackleford Parish Council**

**Your attendance is requested at a meeting of the Council at 7.30pm on Tuesday 10 November 2015 at the Shackleford Centre. Please let me know if you are unable to attend.**

**Kate Lingard** Clerk to the Council

**PUBLIC SESSION**

An opportunity for local residents to raise any relevant issues informally.

**AGENDA**

1. Apologies for Absence
2. Minutes of Meeting held on 15 September 2015
3. Matters Arising
4. Declarations of Interest – Members are requested to disclose personal or prejudicial interests they may have in the items on the Agenda
5. Community Safety report from the Surrey Police
6. County and Borough Councillors
7. Highways and Byways update
8. Fiesta Fields
9. Defibrillator
10. Grit and Grit Bins
11. War Memorial
12. Eashing Residents Parking and Eashing Noticeboard
13. Planning – to discuss and agree any comments to be made on the follow applications:

|  |  |  |
| --- | --- | --- |
| **Application Number** | **Location** | **Proposal** |
| 15/P/01933 and 15/P/01932 | The North Barn, Chalk Lane, Shackleford  | Proposed installation of a conservation roof light and the erection of a tennis court enclosure |
| 15/P/01636 | Halfway House, Halfway Lane, Godalming | Construction of a new access drive and new field access (resubmitted with amended plans) |

1. **Finance**
2. **Receipts** – to note the following receipts

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Amount** | **Description**  | **From**  |
| 25/09/15 | £4248.50 | Annual Precept | GBC |
| 20/10/15 | £150 | Annual Rent for Cyder House Field  | P C Stovold & Son |
| 26/10/15 | £3,344.19 | VAT Rebate for eligible payments from 01/04/2015 to 31/09/15 applied for by Clerk | HMRC  |

1. **Expenses** – to approve the following payments:

|  |  |  |  |
| --- | --- | --- | --- |
| **Amount** | **Reason for Expenditure** | **VAT Payable** | **Payee** |
| £25 | Hall Hire | £0 | The Shackleford Centre |
| £89.67 | Clerk’s Expenses for Sept and Oct 2015 | £0 | Kate Lingard  |

1. **Annual Review of Internal Controls and Documents**

To approve and sign the following as circulated in advance by the clerk:

1. Asset Register as at end October 2015
2. Bank Reconciliation for end October 2015
3. Risk Assessment for 2015

To review the following and make any necessary changes to:

1. Existing SPC Financial Regulations
2. Existing SPC Standing Orders
3. Other Correspondence
4. Next meetings: January 12th, March 15th, May 3rd, July 5th, September 6th and November 1st.