

NOTICE OF MEETING

TO : ALL MEMBERS OF KETTON PARISH COUNCIL

You are hereby summoned to attend the **Annual Parish Council Meeting** of Ketton Parish Council to be held on **Wednesday, May 17, 2017** in The Parish Office, Stocks Hill Lane, Ketton, STAMFORD, Lincolnshire, PE9 3TW, commencing at 7:30 pm. Members of the public and press are cordially invited to attend.

Sarah Ayling


Clerk to Ketton Parish Council

11 May 2017

AGENDA

- | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 2017/05/01 | Police Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/02 | Election of Chairman and signing of Acceptance of Office | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/03 | Election of Vice Chairman/Chairman of Planning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/04 | To confirm membership of Committees 2017- 2018
F&GP, H&OS, PR&M & Planning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/05 | Reconfirm General Power of Competence eligibility | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/06 | To Approve Internal Auditors Report, the Annual Return & the Statement of Accounts 2016-17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/07 | Approval of Council's Regulatory Documents
a) Standing Orders
b) Financial Regulations
c) Tree Management Policy, Grant Award Policy, Code of Conduct, Complaints Procedure, Freedom of Information Policy & guidance, Website Policy, Social Media Guidelines, Data Protection Policy, Communication and Engagement strategy, Insurance Policy, Asset Register and Risk Assessments | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/08 | To Approve Council's subscriptions – SLCC, LRALC & NALC membership fees | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/09 | To receive and approve Apologies for Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/10 | To receive Declarations of Interest, Dispensations and Additions to Registers
<i>[Section 27 Localism Act 2011]</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/11 | To approve and sign the Minutes of the Parish Council Meeting of April 19, 2017 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/12 | To receive any Matters Arising for information exchange <i>[NB Matters Arising may only appertain to the immediately preceding Parish Council Meetings - i.e. April 19, 2017]</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/13 | Public Question Time: Members of the Public to Parish Council: Parish Council to County Council | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/14 | To Minute and approve the following payments:
<u>To be signed at meeting:</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="0"> <tr> <td>101344 Black Velvet Pest Control</td> <td></td> <td>Mole control</td> <td>£60.00</td> </tr> <tr> <td>101345 Mrs Mary Cade</td> <td></td> <td>Mileage expenses</td> <td>£9.90</td> </tr> <tr> <td>Amazon.co.uk</td> <td>Debit card</td> <td>Printer inks</td> <td>£89.77</td> </tr> <tr> <td>101346 Arden Coffee (East Midlands)</td> <td></td> <td>C/Hub supplies</td> <td>£77.16</td> </tr> <tr> <td>Ebuyer (UK) Ltd</td> <td>Debit card</td> <td>Printer paper</td> <td>£16.50</td> </tr> <tr> <td>ICO</td> <td>Debit card</td> <td>Data protection renewal</td> <td>£35.00</td> </tr> <tr> <td>Morcott Tyres</td> <td>Debit card</td> <td>Wheelbarrow tyre</td> <td>£24.00</td> </tr> <tr> <td>Eon</td> <td>Direct debit</td> <td>Parish Office electricity</td> <td>£37.67</td> </tr> <tr> <td>101347 Harrison & Dunn</td> <td></td> <td>Maintenance supplies</td> <td>£69.89</td> </tr> <tr> <td>101348 4 Counties Grounds Maintenance Ltd</td> <td></td> <td>Grass cutting</td> <td>£816.00</td> </tr> <tr> <td>101349 Mr Richard Plummer</td> <td></td> <td>Tool & equipment for walling</td> <td>£258.23</td> </tr> <tr> <td>101350 Eon</td> <td></td> <td>Street lighting electricity – May</td> <td>£478.60</td> </tr> <tr> <td>101351 Pip Webster</td> <td></td> <td>2017 Internal audit fee</td> <td>£170.00</td> </tr> <tr> <td>Millennium Ltd</td> <td>Direct debit</td> <td>Monthly pc back up</td> <td>£7.20</td> </tr> <tr> <td>101252 Mrs Rachel Persani</td> <td></td> <td>Social Media Services – April</td> <td>£172.70</td> </tr> <tr> <td>FreshSites</td> <td>Debit card</td> <td>Ketton History website domain</td> <td>£47.99</td> </tr> <tr> <td>101353 Assistant handyman</td> <td></td> <td>Assistant handyman's salary</td> <td>£227.94</td> </tr> <tr> <td>101354 Handyman</td> <td></td> <td>Handyman's salary</td> <td>£358.40</td> </tr> <tr> <td>101355 Parish Clerk</td> <td></td> <td>Clerk's salary</td> <td>£706.04</td> </tr> <tr> <td>101356 HMRC</td> <td></td> <td>PAYE & NI</td> <td>£356.08</td> </tr> <tr> <td>Nest</td> <td>Direct debit</td> <td>Clerk's pension contributions</td> <td>£71.36</td> </tr> <tr> <td>101357 KG&SSA</td> <td></td> <td>Chatterbox delivery</td> <td>£75.00</td> </tr> <tr> <td>101368 ARBprint Ltd</td> <td></td> <td>Headed paper printing</td> <td>£237.00</td> </tr> </table> | 101344 Black Velvet Pest Control | | Mole control | £60.00 | 101345 Mrs Mary Cade | | Mileage expenses | £9.90 | Amazon.co.uk | Debit card | Printer inks | £89.77 | 101346 Arden Coffee (East Midlands) | | C/Hub supplies | £77.16 | Ebuyer (UK) Ltd | Debit card | Printer paper | £16.50 | ICO | Debit card | Data protection renewal | £35.00 | Morcott Tyres | Debit card | Wheelbarrow tyre | £24.00 | Eon | Direct debit | Parish Office electricity | £37.67 | 101347 Harrison & Dunn | | Maintenance supplies | £69.89 | 101348 4 Counties Grounds Maintenance Ltd | | Grass cutting | £816.00 | 101349 Mr Richard Plummer | | Tool & equipment for walling | £258.23 | 101350 Eon | | Street lighting electricity – May | £478.60 | 101351 Pip Webster | | 2017 Internal audit fee | £170.00 | Millennium Ltd | Direct debit | Monthly pc back up | £7.20 | 101252 Mrs Rachel Persani | | Social Media Services – April | £172.70 | FreshSites | Debit card | Ketton History website domain | £47.99 | 101353 Assistant handyman | | Assistant handyman's salary | £227.94 | 101354 Handyman | | Handyman's salary | £358.40 | 101355 Parish Clerk | | Clerk's salary | £706.04 | 101356 HMRC | | PAYE & NI | £356.08 | Nest | Direct debit | Clerk's pension contributions | £71.36 | 101357 KG&SSA | | Chatterbox delivery | £75.00 | 101368 ARBprint Ltd | | Headed paper printing | £237.00 |
| 101344 Black Velvet Pest Control | | Mole control | £60.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101345 Mrs Mary Cade | | Mileage expenses | £9.90 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Amazon.co.uk | Debit card | Printer inks | £89.77 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101346 Arden Coffee (East Midlands) | | C/Hub supplies | £77.16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ebuyer (UK) Ltd | Debit card | Printer paper | £16.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ICO | Debit card | Data protection renewal | £35.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Morcott Tyres | Debit card | Wheelbarrow tyre | £24.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Eon | Direct debit | Parish Office electricity | £37.67 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101347 Harrison & Dunn | | Maintenance supplies | £69.89 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101348 4 Counties Grounds Maintenance Ltd | | Grass cutting | £816.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101349 Mr Richard Plummer | | Tool & equipment for walling | £258.23 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101350 Eon | | Street lighting electricity – May | £478.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101351 Pip Webster | | 2017 Internal audit fee | £170.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Millennium Ltd | Direct debit | Monthly pc back up | £7.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101252 Mrs Rachel Persani | | Social Media Services – April | £172.70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FreshSites | Debit card | Ketton History website domain | £47.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101353 Assistant handyman | | Assistant handyman's salary | £227.94 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101354 Handyman | | Handyman's salary | £358.40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101355 Parish Clerk | | Clerk's salary | £706.04 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101356 HMRC | | PAYE & NI | £356.08 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nest | Direct debit | Clerk's pension contributions | £71.36 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101357 KG&SSA | | Chatterbox delivery | £75.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101368 ARBprint Ltd | | Headed paper printing | £237.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/15 | To receive and approve the Financial Statements and to sign the Reconciliation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2017/05/16 | To Approve the quote for the annual renewal of insurance due from June 1 2017 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

2017/05/17	To receive, approve and adopt Committee Reports for May 2017, viz.	
	2017/05/17.1 Planning	May 2, 2017
	2017/05/17.2 Highways & Open Spaces	May 10, 2016
	2017/05/17.3 Planning	May 16, 2017
2017/05/18	Report on Annual Parish Meeting – Tuesday May 9 2017	
2017/05/19	News items to be included in Council News Page in St Mary's Church Magazine	
2017/05/20	To note correspondence as received and to allocate actions to relevant Committees as appropriate	
2017/05/21	To receive and note future Agenda items from Councillors	
2017/05/22	Any other Urgent Business	
	To receive items of urgent business which have previously been notified to the person presiding	
2017/05/23	Meeting close and confirmation of next meeting date as Wednesday, June 21, 2017	



Sarah Ayling
Clerk to the Council
11 May 2017