**The Monthly Meeting of Willersey Parish Council will be held on**

**Monday 17th June 2019** **at 7.30pm in the**

**The Parish Council office Willersey Village Hall**

Please remember that if you are unable to attend you should make your apologies before

the meeting so they may be recorded. Thank you

***Councillors are reminded of the requirement under the Code of Conduct to make:***

***A Declaration of Interest and record it whenever it is personally appropriate.***

**AGENDA**

1. **Election of Chairman**: J.Rose, Vice chairman N.Foxall
2. **Apologies for absence**.
3. **Agreement to the minutes of meeting held Monday 13th May**
4. **Matters arising from the minutes.**
5. **To Receive County and District Councillors reports**
6. **Recreation Ground**

* To discuss the Rospa safety report and decide further action
* To discuss options for S106 expenditure on the recreation ground including fencing, felling the willow trees, new equipment – members of the public may address the meeting at the discretion of the chairman.

1. **To Receive Parish Councillors Reports**
2. **Planning**

* None

1. **Highways, Greens and Cemetery**

* To discuss Collin Lane residents Assocn. letter suggesting resiting 30mph signs and additional road markings.
* To discuss Helen Peacop complaint re. speeding in Collin Lane – **clerk**
* To discuss rusty Willow Rd, Field Lane road signs.
* To authorize signing of the Play Gloucester 2 summer playdays
* To discuss the Cemetery extension and the hydrogeological report
* To discuss Jon Clements grave and correspondence address, **NJ & NF**
* To discuss taxis parking on the green at the Top Shop
* To discuss Blind Lane hedges blocking footpath (Highways Act 1980 s154)
* To discuss a report of dog fouling outside Old Malt House

1. **Correspondence Received & Clerks Report**

* To authorize replacement of Council Administration 1997, edition 5 with 2018 edition 11, cost £108.79

1. **Magazine Entry**
2. **Willersey Emergency Plan**

* To receive an update from JR

1. **Finance and General**

**Preparation of documents for submission to the external auditor**

* To review the effectiveness of the system of internal control
* To consider the findings of the review.
* To approve the Annual Governance Statement by resolution.
* To consider the Accounting Statements
* To approve the Accounting Statements by resolution.
* The chairman to sign and date the Accounting Statements.
* To sign a letter to request transfer of NSI funds to Lloyds reserve a/c
* To request S106 payments from Newlands.
* Balance at bank 31st May £37520.40 (£39724.95)
* NSI A/c 31st May £13477.44
* Village Hall a/c £1.00
* Recreation Ground a/c £1.00
* General Reserve a/c £1.00

1. **Payments for approval:**

Cheques

1308 Clerks April Salary £308.90

1309 Office Expenses £27.10

1310 Gigaclear repayment £6992.70

1311 Rospa Recreation Gd report £125.00

1312 S. Heritage mower service £430.74

1313 Bold Environmental £950.00

1314 SmartCut May invoice £462.00

1315 HMRC PAYE £237.60

1316 PATA Payroll services £23.25

**17.AOB**

Confirmation of the next Parish Council meeting 15th July at 7.30 pm.

The chairman J.Rose announced she will be resigning effective 8th July. The first item on the agenda will therefore be the election of a new chairman N.Foxall.