

TISSINGTON AND LEA HALL PARISH COUNCIL

Clerk Mrs Joanne Poitevin
3 Hall Cottages
Tissington, Ashbourne
Derbyshire. DE6 1RA
Tel. 07923 693055

email joanne.poitevin@w3z.co.uk

Website: tissingtonandleahallparishcouncil.weebly.com

FB: Tissington and Lea Hall Parish Council

1st April 2019

To The Chairman and Members of Tissington and Lea Hall Parish Council

Dear Councillors

You are summoned to attend the Parish Council meeting of Tissington and Lea Hall Parish Council to be held at **Tissington Village Hall** on Monday 8th April 2019 at 7.30 pm.

1. Welcome and apologies for absence
2. Minutes of meeting held on 4th February 2019
3. General Business:
 - a. Nomination Process at Ashbourne
 - b. Audit Process – not received until 26th March
4. **Audit Process & Procedure Annual Review:** Yearly requirement
 - a. The councillors need to agree and approve the Annual Governance Statement as in section 1.
 - b. Adoption of Standing Orders: Approval needed
 - c. Financial Regulations: Approval needed
 - d. Equal Opportunity Policy: Approval needed
 - e. Tissington & Lea Hall Parish Council Insurance Review: Approval needed
 - f. Parish Clerk Employment Contract: Review and Approval required
5. Financial Report :
 - a. Financial report 1st February – 31st March 2019
 - b. Clerks wages for February/March: Cheque no 447: £280.22
 - c. DALC Sub 2019/2020: Cheque no 448: £6635
6. Audit 2018/2019
 - a. Audit 2018 Certificate of Exemption form – to be signed
 - b. Accounting Statement approval
 - c. Engage Janice Jackson for internal audit
7. Precept:
 - a. Precept sent 15th January 2019
8. Planning Application:
 - a. NP/DDD/0219/0101: Gag Barn, Gag Lane, Newton Grange. Change of use.
 - b. NP/DDD/0118/0040: High Flatts Barn, variation on condition.
 - c. NP/DDD/0219/0114: Townhead Farm, Retrospective planning.
9. Village Highways/Tissington Estate business:
 - a. Footpath signs at Bent Lane and Avenue, Gate/Shaplow Farm footpath – reported
 - b. Church Fete – 28th July 2019: Osmaston Wind Band fee of £50 only. Clerk has therefore arranged the booking.
 - c. Man Holes at Town Head Farm – reported
 - d. Flooding and drainage on Flatts lane – reported
10. Elections 2019 Information: **Time Line + Legal requirements**
 1. Notice of Election 19th March 2019 - Clerk to display notice (emailed 12th March)
 2. Nomination papers accepted from 19th March – 3 April 2019
 3. Statement of Persons 4th April – Clerk to display notice (emailed 3rd April)
 4. Notice of Poll (if contested) 12th April – Clerk to display notice (emailed 8th April)
 5. Election 2nd May
 6. All councillors retire on the 6th May 2019

Next Meets:

8th April 2019 (AGM & Audit approval)

NEW MEETS: TBC