**Holton Parish Council**

NOTICE OF MEETING

I hereby give you a notice that a meeting of the Parish Council will be held in Holton and Blyford Village Hall on Wednesday 13th March 2019 at 7.30pm.

Elaine Day Clerk to Parish council

[edayhpc@gmail.com](mailto:edayhpc@gmail.com)

**AGENDA**

1. **Chair’s welcome and note of any apologies submitted.**
2. **Public Forum** – Residents are welcome to give their views and ask questions about issues on this agenda or raise items for consideration at a future parish council meeting.
3. **To receive members’ declaration of interest.**
4. **Members’ requests for dispensation to vote.**
5. **Minutes of previous meetings.**  
   To approve as a true and accurate record of the minutes of the meeting dated 2nd January 2019 and 6th February 2019.
6. **Reports**   
   (i) County Councillor Tony Goldson  
   (ii) District Councillor Alison Cackett   
   (iii) Clerk Elaine Day
7. **Items carried forward from previous meetings.**
8. Defibrillator update. (Elaine Day Clerk)
9. Review of Council systems of Internal Control.
10. Risk assessment.
11. **Playground plans.**
12. **Planning decisions/applications**
13. Planning correspondence received post agenda and pre-meeting.
14. Election matters.
15. Clerk Salary.
16. (i) Correspondence read at meeting.

(ii)To note correspondence and circulars provided to members prior to meeting.

1. RFO Report and Bank reconciliation.

List of cheques for approval and signature.

1. **Date of next meeting**

**To be arranged.**