

**SWINFEN AND PACKINGTON PARISH COUNCIL**

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Our Ref: JM

27 August 2014

**To: All Members of the Parish Council**

Dear Councillor

You are hereby summoned to attend the Meeting of the Parish Council to be held in the **Conference Room 1, Conference Centre, HMP Swinfen on Wednesday 03 September 2014 commencing 7.00 p.m.** at which the business set out below will be transacted.

Yours sincerely

**Jayne Minor (Ms)  
Parish Clerk**

<b>AGENDA</b>
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**PUBLIC FORUM**

A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area (see notes at the end of the Agenda).

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST AND DISPENSATION**

To receive declarations of any personal or prejudicial interest under consideration on the Agenda in accordance with the Parish Town Councils (Model Code of Conduct) Order 2007.

**3. MINUTES**

To approve as a correct record the Minutes of the Meeting of the Parish Council held on 02 July 2014 (Minute Nos. 18 - 28) (**ENCLOSURE**).

**4. CHAIRMAN'S ANNOUNCEMENTS**

**5. HOPWAS QUARRY**

Members are requested to debate the up to date position relating to Hopwas Quarry.

**6. THE HIGH SPEED RAIL PLANS**

Members are requested to debate the up to date position relating to the High Speed Rail Plans.

**7. AUDIT COMMISSION  
COMPLETION OF ANNUAL AUDIT FOR THE FINANCIAL YEAR ENDING  
31 MARCH 2014**

The signed off Annual Return for the year ended 31 March 2014 is attached (**ENCLOSURE**) for Members consideration.

The Auditor found that the information contained in the Annual Return was in accordance with the Audit Commission's requirements and no matters had come to their attention which gave cause for concern that relevant legislation and regulatory requirements have not been met.

Members are requested to receive and note the above information.

**8. EXCLUSION OF THE PRESS AND PUBLIC**

The Chairman will move:

That under the Public Bodies (Admissions to Meetings) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

**9. PARISH CLERK'S SALARY**

Members are requested to approve the payment of the Parish Clerk's August and September 2014 salary (**PINK ENCLOSURE**).

**10. DATE AND TIME FOR NEXT PARISH COUNCIL MEETING**

Further to Minute No. 17 (14 May 2014) the next Parish Council meeting will be held on Wednesday 12 November 2014.

**PUBLIC FORUM SESSION AT PARISH COUNCIL MEETINGS**

***Residents of Swinfen and Packington Parish Council have an opportunity to speak at each Parish Council meeting:***

- 1. The Public Forum session will usually be the first item on the Agenda.*
- 2. The Public Forum will last up to 15 minutes and members of the public can ask the Parish Council a question (or make a statement).*
- 3. Your statement or question must relate to a matter of special relevance to Swinfen and Packington or within the responsibility of the Parish Council.*

4. *Matters relating to the conduct of any individual councillor or officer will not be permitted – in such circumstances you should write to the Parish Council.*
5. *You will be allowed to speak for up to 3 minutes and you can raise more than one issue within the overall limit of 3 minutes allowed to you.*
6. *After each speaker the Chairman of the Parish Council (or his/her representative) will answer the question or give notice that he/she will provide a written answer as soon as possible.*

*If a written answer is to be given this will be sent to you at your stated address.*