

LANE END PARISH COUNCIL



Telephone No: 01494 883845

C/o Beech House
39 Beech Avenue
Lane End
HIGH WYCOMBE
HP14 3EQ

E-Mail: clerk@laneendparishcouncil.org.uk

To all Members of the Council

You are hereby summoned to attend a Full Council Meeting of Lane End Parish Council to be held in the Sycamore Room of the Village Hall on Monday 3rd November 2008 at 7:30 p.m. for the purpose of transacting the following business.

- 1) **Apologies:** To received apologies and to approve reasons for absence
- 2) **Welcome to new Councillor**
- 3) **Declarations of Interest:**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests
 - b) To declare any Personal Interests in items on the Agenda and their nature
 - c) To declare any Prejudicial Interests in items on the Agenda and their nature(Councillors with prejudicial interests must leave the room for the relevant items - Code of Conduct para 12(2))
- 4) **Public Questions:** The meeting will be adjourned for Public Question time (maximum 20 minutes)
- 5) **Minutes:** Approval of Minutes of 6th, 15th & 20th October 08
- 6) **Action point review:** - from pre reading summary to agree those actions discharged and carried forward
- 7) **Finance:**
 - Approval of payment of Accounts for November 08
 - Approval of Expenditure for repairs to gates at LESA
 - To hear the 09/10 Budget recommendation
 - To agree and set the 09/10 Precept
 - To approve the adoption recommendation of the Financial Regulations
- 8) **Outside body representation:** To confirm Councillors details and bodies represented
- 9) **Allotment 2008 Status Report:** Supplied as pre-reading for information.
- 10) **Review of Standing Orders:** To consider NALC Model Standing Orders (Supplied as pre-reading - without debate)
- 11) **Freedom of Information Act:** Identify working party to consider the completion and adoption process for the new Model Publication scheme.
- 12) **Clerk's report:** including Correspondence and Reports received (List as pre-reading, which are available for inspection from the Clerk on request)
- 13) **Invitations to Meetings and Events received:** To confirm attendees.
- 14) **Councillors reports and items for future agenda:** Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. (Councillors are respectfully reminded that this is not an opportunity for debate or decision making)
- 15) **NEXT MEETING:** To confirm that the next **Planning Committee Meeting will be held on Monday 17th November 2008** from 7:30 pm in the Sycamore Room of Lane End Village Hall.

Signed *M.J Dunning*
Clerk

Date: 28th October 2008