

BRICKHILL



PARISH COUNCIL

I hereby summon you to attend a meeting of BRICKHILL PARISH COUNCIL on Thursday 10 February 2011 commencing at 7.30 pm at St Mark's Church Community Centre to consider the following items of business

Delia Shephard, Clerk to the Council
4 February 2011

AGENDA

- 1 Apologies for absence
- 2 Declarations of interest in items on the agenda
- 3 To confirm the minutes of the meeting held on Thursday 24 January 2011
- 4 **Public Open Session**
- 5 Financial Matters:
 1. To receive a financial report for the period to 2 February 2011 and to approve the accounts for payment
 2. To review the parish council's Risk Assessment policy
 3. To appoint an internal auditor for the financial year 2010-11
 4. To review the effectiveness of the system of internal controls and internal audit arrangements for the year ending March 2011
- 6 To review and agree Brickhill Parish Council's arrangements for responding to Planning Applications sent by Bedford Borough Council for comment in view of Bedford Borough Council's recent change of policy on Parish Council objections and to consider delegating authority to the Clerk to respond to planning applications if the Planning Committee is unable to review the application
- 7 To review and agree arrangements for the transfer of the following community assets from Bedford Borough Council to Brickhill Parish Council with effect from 1 April 2011:
 1. Waveney Green green space and play area
 2. Brickhill Community CentreThis will include the resolution that the equivalent of monies raised by Brickhill Parish Council's precept intended to cover the maintenance costs of these two community assets during 2011-12 would be transferred to Bedford Borough Council in the event that these community assets do not transfer to Brickhill Parish Council
- 8 Staffing Matters;
 1. To note the resignation of the current Clerk, confirm leaving date and to review and agree arrangements for appointment of a new Clerk to the Council

2. To review and agree arrangements for payment of gratuity and/or pension contribution for the current Clerk

9 Allotment Matters:

1. To instruct the Allotments Officer to prepare a new tenancy agreement for Parish Council consideration to take effect from 1 October 2011
2. To note termination of the current plot/grounds maintenance arrangements and to agree action to explore future arrangements

- 10** To consider and agree the provisional structural maintenance schemes for 2011/12 provided by Highways Dept of Bedford Borough Council and to agree on the top three priorities perceived by Brickhill Parish Council

- 11** To receive a Borough Councillor's report from Cllr Royden

St Mark's Church & Community Centre, Calder Rise, Bedford MK41 7UY
Telephone: 01234 271708 Email: clerk@brickhillparishcouncil.gov.uk