

BINEGAR PARISH COUNCIL

AGENDA

for the meeting to be held on 2 July 2013 in the Memorial Hall at 7 30 pm

1	Apologies for absence and declarations of interests	
2	Minutes of the previous meeting To approve the Minutes of the meeting held on 4 June 2013	
3	Matters arising from the Minutes 1 Cover for the Clerk's duties: appointment of acting Responsible Finance Officer 2 Proposed time log for Clerk: to receive a proposal 3 Somerset County Council weed sprayer proposal (Min. 3.1 refers) 4 Erection of notice board at Binegar Green (Min. 7.1 refers) 5 Tree condition assessments: cemetery and playing field (Min. 9 refers) 6 Incursion on Council land at Emborough (Min 10.2 refers)	GH CL HS PB DS RH
4	Local government reports To receive reports from County or District Councillors in attendance	
5	Police report To receive a report of recent incidents	
6	Planning issues 1 Affordable housing survey	GH
7	Proposal for a community defibrillator To receive and consider a report from Cath	CL
8	Parish Council records storage and email management policy To receive and approve	GH
9	Parish Council website To approve opening to public access	RH
10	Employment policies To consider adoption of discipline and grievance and anti-bullying policies and procedures	RH
11	Events attended To receive reports of events attended by Councillors	All
12	Financial matters 1 External audit of 2012-13 annual accounts 2 Receipts and payments	GH GH
13	Binegar Playing Fields Group 1 To receive and consider the Minutes of the Group's June meeting 2 To receive a report on the replacement of the electricity meter backing board	PB DS

14	Highways and rights of way 1 Report from the Parish Paths Liaison Officer 2 Binegar Bottom/Roemead Lane junction: drainage and ditch 3 Kings Lane: update on reported potholes	PB DS PB
15	Correspondence To note correspondence received	
16	Items for next or future agenda	
17	Next meeting To note the next meeting will be held on 3 September 2013 at 7 30 pm in the Memorial Hall.	

Forward agenda: items for future meetings

Sep	Parish Council Minutes To consider and approve recommended style and minimum requirements	GH
Sep	Parish Council agenda To consider and approve recommended structure	JR
Oct	Parish Council asset register 2013 To receive and approve	RH
Nov	Standing Orders To consider and approve recommended revisions	GH
Nov	Employee annual performance appraisal To consider	GH