

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 2nd February 2009 at 7:30 p.m. for the purpose of transacting the following business.

- 1) **Apologies:** To receive apologies and to approve reasons for absence
 - 2) **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))
 - 3) **Public Questions:** The meeting will be adjourned for Public Question time (maximum 20 minutes)
 - 4) **Minutes:** Approval of Minutes of 5th & 19th January 09 and Closed Session EGM 22nd January 09
 - 5) **Action point review:** - from pre reading summary to agree those actions discharged and carried forward
 - 6) **Finance:**
 - Approval of payment of Accounts for February 09
 - Approval of Risk Assessment & Asset Register review plus retention of Council Insurance providers (year 2 of 3 year contract).
 - Approval for the retention of Internal Auditor for 08/09 Accounts
 - Approved Clarion 2009 charges – information only
 - 7) **Clarion Review:** To receive an update on the Parish Plan Communications findings
 - 8) **Sydney House - Wycombe District Council Development:** Paper supplied as pre-reading
 - 9) **Clerk's report:** including Correspondence and Reports received (List as pre-reading, which are available for inspection from the Clerk on request)
 - 10) **Invitations to Meetings and Events received:** To confirm attendees.
 - 11) **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)
- NEXT MEETING: To confirm that the next Planning Committee Meeting will be held on Monday 16th February 2009 from 7:30 pm in the Sycamore Room of Lane End Village Hall.**

Closed Session: In accordance with LGA 1972 Section 100A ss4 & LGA 1972 Section 100B ss2

- 12) **White Cottage Boundaries** - consideration to next steps.
- 13) **Freedom of Information request** - consideration to Council implications
- 14) **Letter of Complaint** – dated 16th January, consideration to next steps.

Signed *M J Dunning*
Clerk
Date: 27th January 2009