

You are hereby summoned to a meeting of **Neasham Parish Council on Monday 3 July 2017 at 6:30 pm** in Neasham Reading Room to transact the business listed in the agenda below.

AGENDA

1. Chair's welcome and apologies for absence
2. Declarations of interest in items on the agenda
3. Informal discussion with Mr McGuire regarding proposed development at Skipsbridge Chalet Park
4. Review of Clerk's probationary period
5. Minutes of the last meeting
 - To approve the minutes of the Ordinary Meeting held on 5 June 2017 as previously circulated.
6. Progress Reports
 - 1688** Vehicle activated speed signs progress/funding
 - 1696** New Lane dog bin
 - 1721** Junction road sign at Brass Castle and white lines on Neasham Road
 - 1734** Proposed register of volunteer tasks
7. PACT Report
8. Roads and footpaths
9. Environment Agency Matters
 - Work to village embankment
 - Footpath between Sockburn Lane and style to village green
10. Village green
 - Updating wording to noticeboards for existing bye-laws
 - Update on Schedule of Documents relating to village green
 - Village flower tubs
11. Planning
 - Applications
 - 17/00342/FUL Opp No 4 Dibdale Road Erection of 5 bed dwelling
 - 17/00570/LBC Neasham Abbey Curved brick frontage in courtyard etc
 - Decisions
 - 17/00176/FUL Spa Wells, Low Dinsdale Replacement dwelling
 - 16/00849/FUL Abbey Farm Cottage Amendment No3
12. Risk Management
 - Risk Management report 1Q17
 - Planned inspections
13. Finance
 - Finance report to 1Q17.
 - Progress on application to HMRC for registration for PAYE

Copies of **Neasham Parish Council** minutes and agendas are available on the website at:

<http://www.parish-council.com/neasham>

- Request to Barclays for access online banking and addition of clerk with account mandate
- To approve budget for payroll software costs representing “value for money” maximum £50
- Confirm payment to Eden Landscapes of £80 for removal of cherry tree
- Approval to pay Neasham Reading Rooms invoice of £120 for hire of room
- Confirmation of payment of £15.76 for tree tags (via Mrs Crute) as approved budget
- Approval to pay clerk £10.08 for stationary and stamps as claim form and stamp book
- Confirmation of payment to clerk for quarterly salary £149.06 and office contribution £25
- Confirmation of payment to HMRC of £37.27 as PAYE deduction against clerk

14. Ward Councillor Matters

15. Correspondence

- Playground parts from Wicksteed sent to NPC in error

16. Other village matters

- Report on Register of Trees and tagging
- Cherry tree outside 5 Teesway replacement
- Any other matters not requiring prior formal notification

17. Vacancy for Councillor

- Proposal to co-opt a new councillor to fill vacancy

18. Date of next meeting –Monday 4 September 2017 at 6.30pm.

John Walker

Clerk to Neasham Parish Council

Please note that members of the public wishing to speak on any matter during the meeting must give written notice to the Clerk or Chair at least 2 days prior to the meeting giving brief details. Members of the public may speak only at the invitation of the Chair.