



WESTFIELD PARISH COUNCIL

Clerk; Mrs Lesley Bannister, 22 Oakhill Drive, Broad Oak, Brede, TN31 6DT
Tel: 07399 229 739, e-mail westfieldcouncil@gmail.com

**Councillors are summoned to the meeting of Westfield Parish Council
to be held in the Church Hall on 6th April 2019 at 7:00pm**

C19-04

Agenda

1. **Apologies for absence**
2. **Disclosure of interests under the Council's Code of Conduct.** To receive any disclosure by members of their pecuniary interests in matters on the agenda and to consider any applications for dispensations from the requirement for members to withdraw from discussion and voting on that agenda item. Please also advise of any changes to the Register of Interests.
3. **Questions from Members of the Public on matters on the agenda**
4. **Minutes of the Full Council Meeting and Planning Meeting held on 6th March 2019**
5. **Parish Assembly** – to discuss format, speakers, invitations, presentations etc
6. **Policies – Annual Policy Review**
 - 6.1 **Social Media Policy** – to consider adopting
 - 6.2 **Complaints Procedure** - to consider adopting
 - 6.3 **Equal Opportunities Policy** - to consider adopting
7. **Tennis Club Lease** - to consider proposal from Tennis Club about renewal of lease

Reports

8. **District and County Councillor's report**
9. **Clerk's report**
10. **Chairman of Trustees report**
11. **Chairman of the Council and other member's reports**
12. **Playground Report**
13. **Cricket Club Report**
14. **Correspondence**
 - 14.1 **Rural Services Network – It's Time for a Rural Strategy** – to note the document.
15. **Financial**
 - 15.1 **Monthly reports.** To consider the monthly statement of budget against income and expenditure, and the bank reconciliation
 - 15.2 To consider the attached schedule of payments and receipts
 - 15.3 **Asset register** – to note updated register
16. **Personnel**
 - 16.1 **Clerk & RFO**
17. **Dates of forthcoming events/meetings**
 - 17.1 **23rd April 2019** – Annual Parish Assembly in the Church Hall from 6.30pm
 - 17.2 **28th April 2019** – Spring Village Tidy from the Church Hall 1pm to 3pm
 - 17.3 **2nd May 2019** – Parish Council Elections
 - 17.4 **15th May 2019** – Annual Meeting of Parish Council in the Church Hall from 6.30pm

Signed: *L A Bannister*

Clerk & RFO

28.03.2019

Schedule of payments and receipts

6th March 2019

PAYMENTS				
Payee	Item	Cost £	Vat £	TOTAL £
K Darbyshire	Clerk's March Salary	1060.58		1060.58
HMRC	PAYE & NIC Jan/Feb/Mar	399.41		399.41
B Firman	March playgrounds/bus shelters litter collection	45.00		45.00
Cloud4 Computers Ltd	Hosted e-mail exchange	32.37	6.47	38.84
Autela Payroll Services	Payroll services Jan/Feb/Mar	51.00		51.00
ESALC Ltd	ESALC & NALC subscriptions 2019	907.30		907.30
Paul Masters	Playground inspection January	20.00		20.00
RECEIPTS				
Tennis Club	6 months rent	130.00		130.00