Greencroft Parish Council

Sally Laverick
Clerk to the Council

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15 March 2016

I hereby summon you to attend
the next Ordinary Meeting of Greencroft Parish Council
which will be held at **Lynwood House**
on **Monday 21 March** 2016 at 7.00pm.

Press and public are welcome to attend.

Clerk to the Council

A G E N D A

1.   **Apologies for Absence**

2.   **Declarations of Interest**

3.   **Public Participation**

4.   **Minutes of the last meeting**

   (i)   To confirm and approve the minutes of the Ordinary Meeting held 26 January 2016 (attached A)
   (ii) To confirm and approve the minutes of the Ordinary Meeting held 23 February 2016 (attached B)

5.   **Correspondence**

   (i)   **Great North Air Ambulance**
             To receive the letter of thanks
   (ii) **Clerks & Councils Direct – March newsletter**
             To receive the newsletter
   (iii) **Durham Constabulary – letter**
             To consider the letter (attached C)

6. **Grass Cutting**
   To consider the grass cutting requirements for this year and to consider prices received for grass cutting for 2016

7. **Memorial seat**
   To consider the request to install a plaque on a seat at the recreation area

8. **Transparency Code – application for funding**
   To receive an update on the application

9. **Review of Risk Assessment**
   To consider the report (attached D)

10. **Review of Internal Audit**
    To consider the report (attached E)

11. **Financial Information**
    To consider the report (attached F)

12. **Clerk – Hours Worked**
    To consider and approve the hours worked in February and March

13. **Accounts for Payment**
    To approve the following accounts:

Great North Air Ambulance	Donation	£50.00
S laverick	Expenses	£32.07
CCL Office Ltd	Stationery	£73.61
S Laverick	Salary (Jan – Mar)	£202.05
HMRC	Tax (Jan – Mar)	£50.40

14. **Chairperson's Announcements**

15. **Questions from Members – Information only**
    To deal with questions submitted by Members. Members are reminded that questions to be asked at the meeting must be submitted to the Clerk by 12 noon on the day preceding the meeting.

16. **Date of next meeting**
    To set the date and time for the next meeting