



# BUBBENHALL PARISH COUNCIL

Parish Clerk: Rosemary Woodforth  
Telephone: 02476 302053  
Email: bubbenhallpcclerk@gmail.com

31 Coopers Walk  
Bubbenhall  
CV8 3JB

## Bubbenhall Annual Parish Assembly

**TO ALL ELECTORS OF *Bubbenhall*, NOTICE** is given that the Annual Bubbenhall Parish Assembly will be held in the Village Hall, Bubbenhall, on **Tuesday, 13<sup>th</sup> May 2014 at 7.30 pm**

## All Bubbenhall Parishioners Welcome

### AGENDA

1. Apologies for absence
2. Minutes of previous meeting on 14<sup>th</sup> May 2013
3. Report by the Chair of the Parish Council – Cllr Joanne Shattock
4. Report on the Recreation Ground – Cllr Sam Baker
5. Report on Youth Space – Cllr Stephen Haynes
6. Report from Gateway Campaign – Cllr Mark Symes
7. Report by the Village Hall Committee – Cllr Steve Haynes
8. District Council Report – Cllr John Hammon, Cllr Norman Pratt
9. County Council Report – Cllr Wallace Redford
10. Parish Matters (AOB) Raised by an Elector of the Parish

**The next meeting of the Bubbenhall Parish Council will be the Annual Parish Council Meeting (AGM) which will take place on Tuesday, 13<sup>th</sup> May 2014 at the Village Hall immediately after the Annual Parish Assembly Meeting which is scheduled for 7.30pm**

## **AGENDA**

- 1. Election of Chairman**
- 2. Apologies**
- 3. Declaration of Interest on Items on the Agenda**
- 4. To receive the Chairman's Declaration of Acceptance of Office**
- 5. Election of Vice Chairman**
- 6. Dates of Council Meetings for the Year**
- 7. To appoint Representatives to Sit on Outside Bodies**
- 8. To receive a report on statement of finances at 31<sup>st</sup> March and a list of the assets**
- 9. To approve following Accounts for Payment: Insurance premium.**

**The next Ordinary Meeting of Bubbenhall Parish Council will take place on Tuesday, 13<sup>th</sup> May, 7.30pm immediately after the Annual Meeting of the Parish Council at the Village Hall, Bubbenhall.**

**ORDINARY MEETING**

- 1. Apologies for absence**
- 2. Declarations of interest and dispensations**
- 3. Minutes of previous meeting on 8<sup>th</sup> April 2014**
- 4. Matters arising**
- 5. Highways**
- 6. Gateway Zone**
- 7. Village Green**
- 8. Coal Gas Drilling (UCG)**
- 9. Clerk Vacancy**
- 10. Business from members of the public**
- 11. Finance**
  - 11.1 Invoices & payments received
  - 11.2 To consider the Parish Council's current Financial Regulations
- 12. Planning**
  - 12.1 W/14/0273 LB: Abbey House, Lower End; Extensions to kitchen and WC plus internal and external alterations
- 13. Youth Space & Recreation Ground**
- 14. Reports from meetings attended**
- 15. Parish Matters (AOB)**
- 16. Correspondence not dealt with in other items**



**Rose Woodforth – Clerk to the Parish Council  
Date of next meeting 17<sup>th</sup> June 2014**