

MATFEN PARISH COUNCIL
Ward 1 – Fenwick, Ingoe, Ryal. Ward 2 - Matfen

I HEREBY GIVE YOU NOTICE THAT the annual meeting of the Parish Council will be held in Matfen Village Hall on **Tuesday 29th January 2019** at 7.00pm when the following items will be discussed:

AGENDA

1. Apologies for Absence: Jo Bramley (Clerk)
2. Declarations of interest
3. The Council will hear residents on any matter they wish to raise
4. County Councillors Report
5. Minutes of the meeting held on September 2018 [Copy attached]
6. Matters arising from the minutes
7. Finance
 - a) Accounts for payment
 - b) Precept 2019/2020
8. Correspondence – listed
9. Planning Applications
 - a) Planning applications/decisions
 - b) Issues arising
10. Village Issues
 - a) Land north & east of Ryal
11. Any urgent business allowed by the Chairman
12. Date & time of next meeting: **Tuesday 26th March 2019 at 7pm**

Signed:



Clerk

Date: 22.01.2019

Declarations of Interest

“Members and the Clerk are reminded that if they have a disclosable interest in any item on the Agenda for this Council meeting, the existence of that interest must be declared at the commencement of the meeting or when the interest becomes apparent.

A member with a personal interest can still take part in the meeting and vote unless the personal interest is also a prejudicial interest in which case the member must leave the room.

A member with a prejudicial interest cannot take part in discussions on the matter in question and must not try to improperly influence anyone’s decision on the matter. “

Apologies for Absence

If a councillor is unable to attend the meeting they must inform the Clerk or Chairman of the Council on receipt of the agenda or as soon as possible before the meeting.

Members of the public and press are welcome to attend the meeting.

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Correspondence received

SENDER	MOST OF THESE HAVE ALREADY BEEN FORWARDED TO COUNCILLORS BY EMAIL
Mr C Austin	Repairs to the Aqueduct Wall adjacent No.3 & No.4 Northside, Matfen
NALC	Enews November & December 2018

ACCOUNTS FOR PAYMENT ON 29th January 2019

Payee	Detail	Cheque Issued	VAT	Net of VAT	Cheque Number
Mrs L Paterson	Public Toilet cleaning	37.50		37.50	000985
PKF Littlejohn LLP	Audit fee	48.00	8.00	40.00	000986
Miss J M Bramley	Clerical Services	330.96		330.96	000987
HMRC	PAYE	72.00		72.00	000988
Mrs L Paterson	Public toilet cleaning – Oct/Nov '18	162.50		162.50	101017
Matfen Village Hall	Rental – January 2019	10.00		10.00	101018
NCC	Additional Grass Cutting	345.68	57.61	288.07	101019
Mrs L Paterson	Public toilet cleaning – Dec 18/Jan 19	112.50		112.50	101020
Miss J M Bramley	Clerical Services	335.36		335.36	101021
HMRC	PAYE	67.60		67.60	101022

Planning Application Reports				
Reference	Applicant	Address	Description	Decision