

KNEBWORTH PARISH COUNCIL

Serving the community since 1894

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3 February 2017

To; Councillors Willcocks, Burr, Conybeare, Farr, Fothergill, Gribble, Harrison, Hemingway, Jefford, Jobling, Procter, Ward

You are summoned to the **Meeting of the Parish Council** to be held in **Village Hall, Knebworth** on **Wednesday 8 February 2017** at **8.00 p.m.**

Yours sincerely

Claire Graham (Mrs)
Parish Clerk

To assist in the speedy and efficient dispatch of business, members requiring further information on issues included in the Agenda are requested to enquire prior to the meeting.

AGENDA

At the start of each meeting, the Chairman will announce that proceedings may be filmed, photographed or recorded and invite any members of the public not wishing to be filmed or photographed to move to the designated area.

1. Apologies

To receive and accept apologies for absence

2. Declarations of Interest

Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on this Agenda.

You should declare at this part of the meeting or when it becomes apparent your interest by stating:

The item you have the interest in

Whether it is a disclosable pecuniary interest and the nature of the interest,

Whereupon you will not participate in the discussion or vote on that matter,

Unless dispensation has been requested and granted.

Whether it is a personal interest and the nature of the interest.

3. Public Participation

To receive petitions, comments and questions from members of the public.

4. Minutes

To take as read and approve as a true record the minutes of the meeting of the Parish Council held on 11 January 2017

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5. To Note Minutes of Committee Meetings

Minutes of Planning and Environment Committee held on 11 January 2017

Minutes of the Amenities Committee meeting held on 25 January 2017

6. Matters Arising from previous meetings

6.1 Station Public House – Asset of Community Value Update

6.2 Solar Powered Speed Camera - Funding

6.3 Office Accommodation

7. Roles and Responsibilities

To review the roles and responsibilities of the Parish Council

8. Meeting Schedule 2017/18

To review a provisional meeting schedule for the next council year.

9. Internal Audit

To review internal audit and appoint an internal auditor for 2016/17

10. Clerk's Report

To receive a report from the clerk

11. Accounts

11.1 To approve the List of Payments 1 January 2017 to 31 January 2017

11.2 To approve quotes

12. Any Other Business