

# BRICKHILL

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## PARISH COUNCIL

I hereby give notice of a meeting of BRICKHILL PARISH COUNCIL on Thursday 3 May 2012 commencing at 7.30pm at St Mark's Church Community Centre to consider the following items of business

Francesca Johnstone, Clerk to the Council  
30 April 2012

### AGENDA

1. Election of Chairman
2. Declaration of acceptance of Office
3. Election of Vice-Chairman
4. Apologies for absence
5. Declarations of interest in items on the agenda
6. To confirm the minutes of the meeting held on Thursday 5 April 2012
7. Public Open Session
8. To approve or amend the committee structure of Brickhill Parish Council and to elect members to the following committees/working groups:
  1. Planning committee (5 members)
  2. Finance Advisory Group
  3. Allotments & Waveney Green Group
  4. Brickhill Community Centre Group
9. To appoint Parish Council representatives to outside bodies:
  1. Brickhill Community Safety Forum (1)
  2. Brickhill Community Centre Association (2)
10. To note the following items of correspondence and respond if necessary:
  1. Letter from Bedford Borough Council Estates Team re Brickhill Drive Shops
  2. Issues affecting Westrope Way
  3. BATPC- training re General Power of Competence
11. To receive an update on the following items and approve any recommendations:
  1. Parish Council's Casual Vacancy
  2. Community Led Plan
  3. Gathering on the Green, Jubilee event
12. Update from Cllr Fitzpatrick re Annual Parish Meeting
13. Staffing Matters:
  1. To receive an update following the assistant clerks appraisal and approve any recommendations
14. Financial Matters:
  1. To approve the accounts for payment
  2. To receive the internal audit report for the year 2011-12
  3. To approve the annual return for the year 2011-12To approve the annual governance statement for the year 2011-12
15. **Date of Next Meeting:** Thursday 14 June 7:30pm at St Mark's Church Community Centre

**Brickhill Community Centre, Avon Drive, Bedford MK41 7AF**  
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