

# THE PARISH COUNCIL OF MERTON OXFORDSHIRE

Notice of a Meeting of the Parish Council to be held on Monday 14 May 2018 at 19:30. Immediately after the AGM.

## Agenda

### 1. PARISH COUNCIL

1.1. There was no election and the council, except for Pat Murphy, will remain as before.

### 2. MINUTES.

2.1. Approval of the draft minutes of the meeting held on 16 April 2018. ALL

### 3. VILLAGE HALL.

3.1. Job description of the cleaner, amendment. TC

3.2. Changing room showers and costs of fixing leaks - report. FF

3.3. Bookings Clerk , cash float and receipts for April. AB

3.4. Electric Meter – readings . FF/TC

3.5. Emergency Lighting - Report. FF

3.6. Painting , gutter clearing, change rooms and refs room. LK/DR/AB

3.7. Action list from 21 APRIL 2018- report on progress. ALL

### 4. FIELD, PLAY AREA, ALLOTMENTS.

4.1. List of allotment holders and adverts of vacancies. TC/JC

4.2. Possible increase in allotment area and size of lots. ALL

4.3. Hiring agreements for the field and allotments especially cost vs revenue – report on review. FF/LK

4.4. Ideas from Wendy regarding the field. LK

4.5. Play area , maintenance and interim report. FF

### 5. FINANCE

5.1. Receipts - report TC/ AB

5.2. Payments, accounts paid and for payment. TC/AB

5.3. Petty cash and bookings float , purchase of petty cash box. AB

5.4. Financial reports , and bank reconciliation for consideration. TC/AB

5.5. Barclays Bank mandate form has been completed and is to be submitted. TC

5.6. Grass cutting contract revision - report. FF

5.7. Data protection, specific e-mail addresses – report . LK

5.8. AGAR annual return has to be completed by 10 July 2018, only part is needed.

TC/AB/LK

2.

## 6. PLANNING NOTICES

6.1. Report on notices received since the last meeting.

TC

## 7. GENERAL

7.1. The persons on the groups to be confirmed.

ALL

7.2. The Clerks contract and job description review.

LK/AB

7.3. Defibrillator - report .

FF

7.4 Notice Board , consideration of an additional board and visibility - report.

JC

7.5 Other matters not detailed above for discussion.

ALL

## 8. NEXT MEETING

8.1. The next meeting will be held on Monday 16 July 2018 , subject to approval .

ALL