

**NOTICE OF EXTRAORDINARY MEETING**

Dear Resident,

You are hereby invited to attend the next meeting of Minting and Gautby Parish Council. It will be held on **Friday December 4th, 2015** commencing at **4.00pm in GAUTBY Village Hall**.

The business to be dealt with at the meeting is listed in the agenda. The official meeting will start at 4pm or at the conclusion of the public forum whichever is the sooner. All councillors should be present by 4pm.

**PUBLIC FORUM** – Public Participation (maximum 15 minutes) - Members of the public will be invited to comment on any of the items on the agenda or any item they may wish to raise, those items not on the agenda will not be debated but referred if appropriate to the next meeting.

**Joanna Heselwood, Chairman, Minting & Gautby Parish Council – November 27<sup>th</sup>, 2015**

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**AGENDA**

1. **Chairman's remarks - Welcome Members of the Public**
2. **Apologies for absence and reasons given**
3. **Declaration of Disclosable Pecuniary Interests under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 made under the s.30 (3) of the Localism Act 2011**
4. **To confirm or amend, and sign the minutes of the meeting held on November 17<sup>th</sup>, 2015**
5. **Financial Matters**
  - a. To approve payments to be made by the Parish Council (see separate list)
  - b. Clerk to confirm insurance position regarding defibrillators.
  - c. Proposal to amend the Siting of AED Equipment Agreement by agreeing to review the amount and method of reimbursement for electricity at the Annual Parish Meeting.
  - d. Representative of Gautby Village Hall to sign the agreement for the siting of the defibrillator at Gautby Village Hall. (Please see attached minutes from Gautby Village Hall AGM).
  - e. Council to review where to site the Minting defibrillator as there are two sites to consider and arrange for the signing of the Siting of AED Equipment Agreement for that site.
  - f. To agree to send a letter of thanks to all parties who have offered a potential site for a defibrillator.
  - g. Discuss the financial position of the defibrillator fund, following grant offer and latest fundraising and decide how to fund any shortfall
  - h. To formally accept the offer of an ELDC Large Community Grant for the purchase of defibrillators and authorise the Clerk to sign the acceptance letter in order for ELDC to send the Parish Council a grant authorisation letter.
  - i. To authorise the Parish Clerk to contact EMAS to purchase and install the defibrillators, arrange CPR training dates and to undertake actions as necessary to meet the conditions of the ELDC grant.
6. **To receive reports from the Clerk and Councillors on matters outstanding and not on the agenda**
7. **To suggest agenda items for the next meeting on January 19<sup>th</sup>, 2016 at Minting Village Hall**