

The Parish Council of Hargrave

Clerk:
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Dear Councillor

3rd May 2022

You are hereby summoned to attend, and members of the public and press are welcome to attend, the Annual Meeting of Hargrave Parish Council to be held at **Village Hall, Hargrave** on Monday 9th May 2022 at 7.30 p.m. to transact the business below:

Yours faithfully

J Hodgson

Ms J L Hodgson
Clerk to the Council

AGENDA

- 22-1 To elect a chairman for the year 2022-23 and accept the declaration of office
- 22-2 To elect a vice chairman for the year 2022-23
- 22-3 To receive apologies for absence
- 22-4 To note the resignation of Cllrs Brotherton and Gunthorpe and to consider purchasing an item for both of them in recognition for their services to the parish council
- 22-5 To approve the Minutes of the meeting held 7th March 2022
- 22-6 To review and adopt Standing Orders (amended) & Financial Regulations (amended)
- 22-7 To review the inventory of land and assets to confirm accuracy
- 22-8 To authorise changes to the banking signatories
- 22-9 To review and confirm the arrangements for insurance cover in respect of all insured risks (£249.79)
- 22-10 To review the council's membership of outside bodies (i.e. NCALC, N ACRE) & approve the payment of subscriptions when they become due
- 22-11 To review the Councils complaints procedure & confirm it is fit for purpose
- 22-12 To review the Council's procedures for handling requests under the Freedom of Information Act and Data Protection Act (Data protection policies require amendment to be up dated post-Brexit)
- 22-13 To set the date and time of ordinary meetings for the year ahead (4 Jul, 5 Sept, 7 Nov, 9 Jan & 6 Mar)
- 22-14 To appoint members to specific areas of interest as appropriate:
 - a. Village maintenance including highways
 - b. Community & road safety
 - c. Financial internal control
 - d. Village Hall Management Committee
- 22-15 To nominate a councillor to be a member of the Joint Action Group for East Northants Central & to be the Police Liaison Representative
- 22-16 To confirm the councillor appointment to the Wind Farm Trust (Cllr Farrington)

- 22-17 To receive declaration of interests in the following agenda items
- 22-18 Public Speaking Time: To receive any questions or comments from the public and items to be placed on the Agenda for the next meeting. (Public Speaking Time is limited to an overall maximum of 15 minutes and a member of the public shall not speak for more than 5 minutes. Where there are more than 3 members of public wishing to speak, the allotted time to each individual will be reduced accordingly)
- 22-19 To receive a report from the North Northamptonshire Council Councillors
- 22-20 Financial Matters
- a. To authorise payment schedule (payments to be made via BACS)
 - b. To receive a financial report from the Clerk
 - c. To receive and consider the Internal Audit Report
 - d. To receive, approve and adopt the accounts for 2021-2022
 - e. To complete the Annual Governance Annual Return section 1 & authorise the signing of the same
 - f. To approve, adopt & sign Annual Governance Annual Return section 2
 - g. To making a resolution that the Council is exempt from External Audit & authorise the signing of the declaration for submission to PKF Littlejohn
 - h. To note the dates of the electors rights to inspect 13th June 2022 to 22nd July 2022
 - i. To authorise the implementation of the 'national agreed salary award' back dated to 1st April 2021
 - j. To authorise the payment of additional hours worked 28 Feb 2022 to 29th April 2022 (13½ hours)
- 22-21 Planning Matters
- a. To determine the Council's response on the following planning applications (None)
 - b. To note planning decisions made by North Northamptonshire Council
 - c. To form the Parish Council response to the North Northamptonshire Strategic Plan Scope and Issues Consultation
- 22-22 To note the decision of North Northamptonshire Council re a referendum for the Neighbourhood Plan
- 22-23 Policies
- a. To approve amendments to the Internet Banking Policy
 - b. To adopt a 'Protocol for dealing with developers'
 - c. To adopt a 'Co-option to fill casual vacancies policy'
 - d. To adopt a 'Policy for insufficient candidates at an ordinary election'
- 22-24 Village Infrastructure – to receive reports and agree next steps as appropriate
- a. To receive any available updates on the drain issues
 - b. To determine who should take responsibility for the village speed sign
- 22-25 To receive a report from the Wind Farm Trust representative
- 22-26 To receive and note the annual statement from the Non-Ecclesiastical Herdsman Charity
- 22-27 To note the situation re Minute records 1981 to 2007
- 22-28 To receive a report from the Village Hall Committee representative & note their accounts for 2021/22
- 22-29 To note the list of correspondence received 1st March 2022 to 3rd May 2022
- 22-30 To note the date of the next scheduled meeting 4th July 2022 and identify agenda items for future meetings