

The Parish Council of Hargrave

Clerk:

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Dear Councillor

9th May 2023

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 15th May 2023 at 7.30 p.m. to transact the business below:

Yours faithfully

J Hodgson

Ms J L Hodgson
Clerk to the Council

AGENDA

- 23-1 To elect a chairman for the year 2023-24 and accept the declaration of office
- 23-2 To elect a vice chairman for the year 2023-24
- 23-3 To receive apologies for absence
- 23-4 To approve the Minutes of the meeting held 6th March 2023
- 23-5 To receive declaration of interests in the following agenda items
- 23-6 To discuss the current situation for the position of Clerk to the Council
- 23-7 To consider the expressions of interest from the candidates for the casual vacancy and to make a resolution to co-opt to fill the seat as appropriate. The co-option procedure will follow the adopted policy of the Council. Expressions of interest have been received from S Humphries
- 23-8 To review and adopt Standing Orders & Financial Regulations
- 23-9 To review the inventory of land and assets
- 23-10 To review and confirm the arrangements for insurance cover in respect of all insured risks. (Quote from current insurer BHIB £311.42. Quote from Zurich £241.00)
- 23-11 To review the council's membership of outside bodies (i.e. NCALC & N ACRE) & to confirm whether membership should be renewed.
- 23-12 To review the Council's complaints procedure to confirm it is satisfactory
- 23-13 To review the Council's procedures for handling requests under the Freedom of Information Act.
- 23-14 To note the S137 (Local Government Act 1972) limits for the year ahead
- 23-15 To set the date and time of ordinary meetings for the year ahead (3rd July, 4th Sept, 6th Nov, 8th Jan 2024, 4th March)
- 23-16 To appoint members to specific areas of interest:
 - a. Footpaths
 - b. Village maintenance including highways

- c. Community & road safety
- d. Financial internal control
- e. Village Hall Management Committee

23-17 To nominate a councillor to be a member of the Joint Action Group for East Northants Central & to be the Police Liaison Representative

23-18 To appoint a councillor representative to the Community Benefit Wind Farm Trust for the period to 2027.

23-19 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)

23-20 To receive a report from North Northamptonshire Councillors

23-21 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 the year 2022-23
- e. To receive the Internal Auditors Report and note the content
- f. To complete the Annual Governance Annual Return section 1
- g. To approve and adopt Annual Governance Annual Return section 2
- h. To making a resolution that the Council is exempt from External Audit & authorise the signing of the declaration for submission to PKF Littlejohn
- i. To note the dates of the electors rights to inspect 5th June 2023 to 14th July 2023
- j. To confirm the appointment of the Internal Auditor for the year 2023-24 (Northants Internal Audit Service)

23-22 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

23-23 Village Infrastructure – to receive reports and agree next steps as appropriate

- a. To discuss the situation with the tree works on Raunds Road and agree next steps
- b. To note any matters pertaining to the Public Rights of Way

23-24 To discuss any matters relating to community and road safety

23-25 To receive a report from the Wind Farm Trust representative (NB 31/03/2024 will be the next five year break review)

23-26 To receive a report from the Village Hall Committee representative and to note the annual accounts of the Committee

23-27 To review the Coronation weekend events

23-28 To receive and note the annual statement from the Non-Ecclesiastical Herdsman Charity

23-29 To note the list of correspondence received

23-30 To note the date of the next scheduled meetings and identify agenda items for future meetings

19th June 2023 (extra meeting), 3rd July 2023, 4th September 2023 & 6th November 2023