

# The Parish Council of Hargrave

Clerk:  
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Dear Councillor

29<sup>th</sup> April 2024

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 Tuesday 7<sup>th</sup> May 2023 at 7.30 p.m. to transact the business below:

Yours faithfully



**Mrs Sarah Geyton**  
Clerk to the Council

## AGENDA

- 24-1 To elect a chairman for the year 2024-25 and accept the declaration of office
- 24-2 To elect a vice chairman for the year 2024-25
- 24-3 To receive apologies for absence
- 24-4 To approve the Minutes of the meeting held 28<sup>th</sup> March 2024
- 24-5 To receive declaration of interests in the following agenda items
- 24-6 To review and adopt Standing Orders & Financial Regulations
- 24-7 To review the inventory of land and assets
- 24-8 To review and confirm the arrangements for insurance cover in respect of all insured risks.
- 24-9 To review the council's membership of outside bodies (i.e. NCALC & N ACRE) & to confirm whether membership should be renewed.
- 24-10 To review the Council's procedures for handling requests under the Freedom of Information Act.
- 24-11 To note the S137 (Local Government Act 1972) limits for the year ahead.
- 24-12 To set the date and time of ordinary meetings for the year ahead (1<sup>st</sup> July, 2<sup>nd</sup> Sept, 4<sup>th</sup> Nov, 6<sup>th</sup> Jan 2025, 3<sup>rd</sup> March, 19<sup>th</sup> May).
- 24-13 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
- 24-14 To nominate a councillor to be a member of the Joint Action Group for East Northants Central & to be the Police Liaison Representative.
- 24-15 **Public Questions, NNC update.**
  - a. To receive any questions or comments from the public and items to be placed on the Agenda for the next meeting.
  - b. To receive a report from North Northamptonshire Councillors.

**24-16 Financial Matters**

- a. To authorise payment schedule.
- b. To receive a financial report from the Clerk.
- c. To agree the authorisation of the bacs payments.
- d. To receive, approve and adopt the accounts for the year 2023-24.
- 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 3<sup>rd</sup> June 2024 to 12th July 2024.
- j. To confirm the appointment of the Internal Auditor for the year 2024-25 (Northants Internal Audit Service).
- k. To receive and note the annual statement from the Non-Ecclesiastical Herdsman Charity.

**24-17 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.

**24-18 Village Infrastructure, Footpaths & Highways** – to receive reports and agree next steps.

- a. To receive a report from the footpaths representative.
- b. To receive an update on highways issues.

**24-19 Wind Farm Trust**

- a. To receive a report from the Wind Farm Trust representative.

**24-20 PLR**

- a. To receive a report from Police Liaison representative.

**24-21 Village Hall Committee**

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

**24-22 Correspondences**

- a. To receive any correspondences to be added to the next agenda.

**24-23 Meetings**

- a. To note the date of the next scheduled meetings and identify agenda items for future meetings

1<sup>st</sup> July 2024