

The Parish Council of Hargrave

Clerk:
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Dear Councillor

6th May 2025

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 12th May 2025 at 7.30 p.m. to transact the business below:

Yours faithfully



Mrs Sarah Geyton
Clerk to the Council

AGENDA

- 25-1 To elect a chairman for the year 2025-26 and accept the Declaration of Office.
- 25-2 To elect a vice chairman for the year 2025-26
- 25-3 To receive and witness the Declaration of Acceptance of Office by newly elected parish councillors.
- 25-4 To receive apologies for absence.
- 25-5 To receive declaration of interests in the following agenda items.
- 25-6 To review and adopt Standing Orders & Financial Regulations.
- 25-7 To review and adopt the Financial & Governance Risk Assessment for 2025-26.
- 25-8 To review the Asset Register inventory of land and assets.
- 25-9 To review and confirm the arrangements for insurance cover in respect of all insured risks.
- 25-10 To review the council's membership of outside bodies (i.e. NCALC & N ACRE) & to confirm whether membership should be renewed.
- 25-11 To review the Council's procedures for handling requests under the Freedom of Information Act.
- 25-12 To note the S137 (Local Government Act 1972) limits for the year ahead.
- 25-13 To set the date and time of ordinary meetings for the year ahead (7th July, 1st Sept, 3rd Nov, 5th Jan 2026, 2nd March, 11th May).
- 25-14 **Co-Option**
 - a. To consider the expression of interest for the vacancies and make a resolution to co-opt to fill the seats as appropriate. Expressions of interest have been received from S Humfryes & C Jones.
- 25-15 **Appointment of representatives**

To appoint members to specific areas of interest:

 - a. Footpaths
 - b. Village maintenance including highways
 - c. Community & road safety
 - d. Financial internal controls
 - e. Village Hall Management Committee
 - f. PLR
 - g. Wind Farm Trust

To commence the Ordinary Meeting of Hargrave Parish Council.

25-16 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.

25-17 Minutes

To approve the Minutes of the meeting held 3rd March 2025.

25-18 Financial Matters

- a. To receive a financial report from the Clerk.
- b. To approve the Clerks annual salary review from SCP 14 to SCP 15.
- c. To authorise payment schedule.
- d. To agree the authorisation of the bacs payments.
- e. To receive, approve and adopt the accounts for the year 2024-25.
- f. To receive the Internal Auditors Report and note the content.
- g. To complete the Annual Governance Annual Return section 1.
- h. To approve and adopt Annual Governance Annual Return section 2.
- i. To making a resolution that the Council is exempt from External Audit & authorise the signing of the declaration for submission to PKF Littlejohn.
- j. To note the dates of the electors rights to inspect 3rd June 2025 to 14th July 2025.
- k. To confirm the appointment of the Internal Auditor for the year 2025-26 (Northants Internal Audit Service).
- l. To receive and note the annual statement from the Non-Ecclesiastical Herdsman Charity.
- m. To approve gov.uk email accounts and costs for new councillors.

25-19 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.

25-20 Village Infrastructure, Footpaths & Highways

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

25-21 Wind Farm Trust

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

25-22 PLR

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

25-23 Village Hall Committee

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

25-24 Correspondences

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

25-25 Meetings

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

7th July 2025