



**Stanton under Bardon Parish Council**

All Members of Stanton under Bardon Parish Council are hereby summoned to attend the Annual Parish Council Meeting on Wednesday 17th May 2023 starting at 7:30pm at Stanton under Bardon Village Hall, 2 St John Cole Crescent, Stanton under Bardon, LE67 9AE for the purpose of transacting the business shown below:

**PUBLIC PARTICIPATION**

To receive questions and comments from members of the public on items on the agenda

**AGENDA**

1. **ELECTION OF CHAIRMAN**
  - a. To receive nominations and to elect the position of Chairman
2. **ELECTION OF VICE CHAIRMAN**
  - a. To receive nominations and to elect the position of Vice Chairman
3. **APOLOGIES**
  - a. To receive apologies for absence and to consider whether to approve reasons given
4. **DECLARATIONS OF INTEREST PECUNIARY AND NON-PECUNIARY**
  - a. To receive declarations of pecuniary and non-pecuniary interests and requests for dispensations in respect of items on the agenda
5. **PREVIOUS MINUTES**
  - a. To consider the adoption of the draft minutes from the Parish Council Meeting held on 5<sup>th</sup> April 2023
6. **COUNCILLOR VACANCIES**
  - a. To consider the co-option of candidates to fill Councillor vacancies via an ordinary vacancy
7. **COUNCIL REPRESENTATION ON EXTERNAL COMMITTEES**
  - a. To receive nominations and election of member(s) to Bagworth, Thornton and Stanton Neighbourhood Planning Group
  - b. To receive nominations and election of member(s) to Stanton Quarry Liaison Group
  - c. To receive nominations and election of member(s) to Stanton under Bardon Village Hall Trust
8. **SCHEDULE OF PARISH COUNCIL MEETINGS**
  - a. To discuss and consider the schedule of Parish Council meetings for 2023/2024
9. **BOROUGH AND COUNTY COUNCILLOR REPORTS**
  - a. To receive reports from Borough Councillors Christopher Lambert and Cllr Claire Harris
  - b. To receive reports from County Councillor Peter Bedford
10. **CLERKS REPORT**
  - a. To receive updates from the Clerk relevant to the Parish Council activities

- b. To consider the agreement with Hinckley and Bosworth Borough Council supply of services contract for the provision of trade services
  - c. To discuss the advisory letter from British Gas informing the Council that the gas meter requires an upgrade that can be supplied at no cost
  - d. To discuss a request from an allotment tenant to repair the shed roofs that are leaking on the bottom allotments
- 11. PARISH COUNCIL BANKING ARRANGEMENTS**
- a. To review and consider updating the bank mandates for all Council bank accounts and investment bank accounts
  - b. To consider switching both of the Council's HSBC bank accounts to another provider
- 12. RE-ADOPTION OF STATUTORY DOCUMENTS**
- a. To consider the re-adoption of the Standing Orders
  - b. To consider the re-adoption of the Financial Regulations
  - c. To consider the re-adoption of the Council's Financial Risk Assessment
  - d. To consider the re-adoption of the Asset Register for 2023-2024
- 13. ADOPTION OF NEW COUNCIL POLICIES**
- a. To consider adopting the draft health and safety policy
  - b. To consider adopting the draft data protection policy
  - c. To consider adopting the draft data breach policy
  - d. To consider adopting the draft privacy note for the general public and residents
  - e. To consider adopting the draft privacy notice for staff and Councillors
  - f. To consider adopting the draft model publication scheme
  - g. To consider adopting the draft subject access request policy and associated request form
  - h. To consider adopting the draft dispensation procedure and request form
- 14. RENEWAL OF COUNCIL INSURANCE**
- a. To consider quotations for the renewal of the Parish Council insurance policy for 2023 - 24
- 15. REPAIRS AT THE VILLAGE HALL**
- a. To discuss and consider quotes to fix or repair the fire door at Stanton under Bardon Village Hall
  - b. In line with the resolution of agenda item 12(a), to consider the request to rescind minute 127/2022-23 to accept the quote to repair the fire door at a cost of £533.40
  - c. To retrospectively approve the cost of repairing and servicing the fire alarm system at the village hall
  - d. To retrospectively approve the cost of repairing the window latch at the village hall
- 16. ALARM PROCEDURES AT THE VILLAGE HALL**
- a. To discuss and consider the procedure when either the fire or security alarm is triggered at the Village Hall
- 17. GROUNDS MAINTENANCE REPAIR WORKS**
- a. To discuss and consider the request for quotations to undertake various grounds maintenance work across the Parish
- 18. MOBILE PHONE CONTRACT**
- a. To discuss and consider purchasing a mobile phone contract for the Parish Clerk
- 19. FINANCE**
- a. To consider adopting the bank statements for April 2023
  - b. To consider adopting bank reconciliations for April 2023
  - c. To consider approving the draft payment list for May 2023

**20. PLANNING**

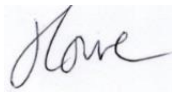
- a. **23/00197/FUL** - Single storey rear extension (following demolition of existing garage), change of use of part of the ground floor from residential to retail and alterations to shop front to include signage, shutter and materials - 162 Main Street Stanton Under Bardon LE67 9TP
- b. **22/00527/OUT** - Outline Application for proposed development of up to 50 dwellings (All Matters Reserved, except access) at Land South Of 295 Main Street Stanton Under Bardon
- c. To consider any planning application presented following the publication of the agenda

**21. ANY OTHER BUSINESS**

- a. To note any other business (this item should only be used to register future agenda items or items that are solely for information only. No issues requiring a decision or with a financial implication can be raised.)

Members of the Public are welcome to attend the meeting, to ask questions and to comment on items within this agenda with the consent of the Chairman. In accordance with The Openness of Local Government Bodies Regulations 2014, photographs, audio and video recordings of the meeting and of those attending may be taken at the meeting by the press and others. You are invited to contact the Clerk of the Council if you have any questions or matters of concern that you would like the Council to address, allowing 5 clear days of the meeting date.

Signed:



Dated: 7<sup>th</sup> May 2023

Stanton under Bardon Parish Clerk, Stanton under Bardon Village Hall, 2 St John Cole Crescent, Stanton under Bardon, LE67 9AE