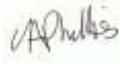


Lilford-cum-Wigsthorpe & Thorpe-Achurch Parish Council

All Councillors are hereby summoned and required to attend a Meeting of Lilford-cum-Wigsthorpe & Thorpe-Achurch Parish Council to be held via ZOOM video conferencing on Tuesday May 12th 2020 commencing at 8.00pm to transact the business below.

Dated: May 5th 2020 Signed: 

Topic: Lilford Wigsthorpe Thorpe Achurch Annual Parish Meeting and Annual Parish Council Meeting

Time: May 12, 2020 07:45 PM London

Join Zoom Meeting <https://us04web.zoom.us/j/72515057370>

Meeting ID: 725 1505 7370

Nicola Phillips – Clerk to Lilford-cum-Wigsthorpe & Thorpe-Achurch Parish Council

54 High Street, Ringstead NN14 4DA Tel: 07562372430

Email: parishcouncilforlwta@gmail.com

Website: lwta-parishcouncil.org.uk

THIS IS A PUBLIC MEETING TO WHICH MEMBERS OF THE PUBLIC AND PRESS ARE INVITED

AGENDA

- 204.678 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 204.679 Election of Vice Chairman
- 204.680 Declaration of Members Interests – members reminded that changes to be reported to ENC
- 204.681 To receive and approve apologies for absence.
- 204.682 Public participation session. (Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting).
- 204.683 To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the Disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
- 204.684 To receive and approve for signature the minutes of the extraordinary meeting held on Tuesday April 21st 2020.
- 204.685 To note any matters arising from the minutes not included on this agenda for report only.
- 204.686 To receive a report from County Councillor W Brackenbury
- 204.687 To receive a report from District Councillor G Shacklock
- 204.688 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 19/20 Part 2
- 204.689 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 19/20 Part 2
- 204.690 To resolve to declare LWTAPC exempt from external audit for the year ending 31.03.2020
- 204.691 To note the findings of the internal audit
- 204.692 To receive and approve Finance Regulations, Standing Orders, and Code of Conduct
- 204.693 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 204.694 To receive and approve the Document Retention Policy, Data Protection Policy, Subject Access Request Procedures, Data Breach Policy, Data Map, General Privacy Notice and Councillor/Staff Privacy Notice

- 204.695 To receive and approve the Assets Register
- 204.696 To receive and approve the Financial Risk Assessments and the General Risk Assessments
- 204.697 To note the Insurance Review
- 204.698 To consider Councillors' roles and responsibilities
- 204.699 To receive and approve the Balance of Accounts/Bank Reconciliation
- 204.700 To examine and approve the Bank Statements
- 204.701 To approve and authorise payments of the following invoices

Date of payment	Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	Power
12.05.2020	002.20/21	100088	NCALC	Subscription & Audit Fee	£345.24	LGA 1972 s 143
12.05.2020	003.20/21	100089	Came & Co	Insurance	£284.48	LGA 1972 s 111
12.05.2020	004.20/21	100090	N A Phillips	March/April expenses	£27.55	LGA 1972 s 111
12.05.2020	006.20/21	100090	N A Phillips	Reimbursement of ZOOM subs	£ 7.20	LGA 1972 s 111
29.05.2020	007.20/21	100091	N A Phillips	May Salary	£161.85	LGA 1972 s112
30.06.2020	008.20/21	100092	N A Phillips	June Salary	£161.85	LGA 1972 s112

- 204.702 To review the bank mandate
- 204.703 To consider and resolve the council's response to planning applications listed below plus any other planning applications advised by East Northamptonshire Council and available on its website between the circulation of this agenda and the meeting to which it pertains.
- 204.704 To note planning decisions made by ENC.
- 204.705 To receive a report from the Clerk on Highways/Rights of Way, and to resolve what action to be taken.
- 204.706 To receive an update from Lilford residents on progress to install a defibrillator, and to resolve what action if any to be taken.
- 204.707 To receive an update on the proposal to carry out work on the church Lych Gate, and to resolve what action to be taken.
- 204.708 To agree to 'Off to a Flying Start' training for new councillors, ZOOM training, and PAYE training for Clerk, Chairman training for Chair
- 204.709 In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place
- 204.710 To receive an update on the repairs to the Lilford noticeboard and to set out a plan to carry out work to other Council assets.
- 204.711 To explore methods of communicating the work of the Parish Council to residents and to resolve what action to be taken.
- 204.712 To consider if there is a need and if so how the PC can support the community during the COVID 19 restrictions
- 204.713 To set the dates for the meetings for the year 2019/2020 as 14/07, 08/09, 10/11, 12/01, 09/03, 11/05
- 204.714 Correspondence:
- 204.715 To confirm the date of the next Parish Council meeting as July 14th 2019

204.715 To close the meeting