

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 11th 2021 commencing at 8.00pm to transact the business below.

Dated: May 4th 2021 Signed: 

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

Time: May 11, 2021 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

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

AGENDA

- 213.940 Signing of Councillors Acceptance of Office
- 213.941 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 213.942 Election of Vice Chairman
- 213.943 To receive and approve apologies for absence.
- 213.944 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).
- 213.945 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).
- 213.946 To receive and approve for signature the minutes of the meeting held on Tuesday March 9th 2021.
- 213.947 To note any matters arising from the minutes not included on this agenda for report only.
- 213.948 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
- 213.949 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 120/21 Part 2
- 213.950 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 20/21 Part 2
- 213.951 To resolve to declare LWTAPC exempt from external audit for the year ending 31.03.2020
- 213.952 To note the findings of the internal audit
- 213.953 To appoint the Internal Auditor for the year 2021/2022
- 213.954 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy
- 213.955 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 213.956 To receive and approve the Document Retention Policy, Data Protection Policy, Subject Access Request Procedures, Data Breach Policy, Data Map, General, and Councillor/Staff /Role Holder Privacy Notice

213.957 To receive and approve the Health and Safety Policy, Lone Working Policy, Staff Appraisal Policy and Procedure, Expenses Policy, Sickness and Absence Policy, Grievance and Disciplinary Policy

213.958 To receive and approve the Financial Risk Assessments and all other Risk Assessments

213.959 To receive and approve the Assets Register

213.960 To note the Insurance Review

213.961 To allocate Councillors' roles and responsibilities

213.962 To receive and approve the Balance of Accounts/Bank Reconciliation

213.963 To examine and approve the Bank Statements

213.964 To approve and authorise payments of the following invoices

Payment date	Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	Power
11.05.2021	002.21/22	100122	NCALC	Subscription & Audit Fee	£350.18	LGA 1972 s 143
06.04.2021	003.21/22	100123	CB Carpentry	Lilford grit bin refill	£26.35	LGA 2000 s19
11.05.2021	004.21/22	100124	Came & Co	Insurance year 3 of LTA	£301.80	LGA 1972 s 111
30.05.2021	005.21/22	100125	N A Phillips	May Salary	£169.50	LGA 1972 s112
30.06.2021	006.21/22	100126	N A Phillips	June Salary	£169.50	LGA 1972 s 112
11.05.2021	007.21/22	100127	N A Phillips	March/April expenses	£24.39	LGA 1972 s 111

213.965 To review the bank mandate

213.966 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.

NE/21/00251/FUL Proposed extensions & alterations to existing farmhouse, conversion of roof space to habitable accommodation, conversion of existing outbuilding to living space. Thorpe Farmhouse Aldwincle Rd Thorpe Waterville NN14 3ED

213.967 To note planning decisions made by ENC

NE/21/00088/FUL Conservatory Thorpeleigh Cottage Aldwincle Road Thorpe NN14 3ED

NE/21/00319/FUL To rebuild and extend existing barn for purposes ancillary to the main dwelling Harcourt House, Main Street, Achurch, Peterborough, Northamptonshire, PE8 5SL

213.968 To receive a report from the Clerk on Highways/Rights of Way, including an update on the state of the roadside at the Wigsthorpe/Clopton Road junction, and to resolve what action to be taken.

213.969 To receive an update from Lilford residents on progress to install a defibrillator, and to resolve what action if any to be taken.

213.970 To receive an update on work on the church Lych Gate.

213.971 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.

213.972 To note work carried out on Lilford drainage channel by landowner

213.973 To resolve the response to the Government consultation on remote meetings.

213.974 To consider the future uses for the Achurch and Wigsthorpe phone boxes.

213.975 To receive feedback from Cllr Hopkinson on the JAG meeting of April 9th 2021.

213.976 To receive feedback from Cllr Healey on the Police Liaison Representative meeting of April 22nd 2021

213.977 To record resident's concerns over the change of ownership of The Fox and to consider what steps the Parish Council could take to ensure its future.

213.978 To set the dates for the meetings for the year 2021/2022 as 13/07, 14/09, 09/11, 11/01, 08/03, 10/05

213.979 Correspondence:

213.980 To confirm the date of the next Parish Council meeting as July 13th 2021

213.981 To close the meeting