


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 at Barnwell Village Hall on Tuesday May 10th 2022 commencing at 7.30pm to transact the business below.

Dated: May 3rd 2022 Signed: 

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

- 222.172 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 222.173 Election of Vice Chairman
- 222.174 To receive and approve apologies for absence.
- 222.175 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).
- 222.176 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).
- 222.177 To receive and approve for signature the minutes of the meeting held on Tuesday March 8th 2022.
- 222.178 To note any matters arising from the minutes not included on this agenda for report only.
- 222.179 To receive and approve for signature the minutes of the meeting held on Tuesday April 12th 2022.
- 222.180 To note any matters arising from the minutes not included on this agenda for report only.
- 222.181 To note the findings of the internal audit
- 222.182 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 21/22 Part 2
- 222.183 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 21/22 Part 2
- 222.184 To resolve to declare LWTAPC exempt from external audit for the year ending 31.03.2022
- 222.185 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2021/22
- 222.186 To appoint the Internal Auditor for the year 2022/2023
- 222.187 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy
- 222.188 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 222.189 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, Information Publication Scheme
- 222.190 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.
- 222.191 To receive and approve the Environment Policy and Environment Plan
- 222.192 To receive and approve the Risk Management Policy Statement, Financial Risk Assessments and all other Risk Assessments

- 222.193 To receive and approve the Assets Register
- 222.194 To note the Insurance Review
- 222.195 To allocate Councillors' roles and responsibilities
- 222.196 To review the bank mandate
- 222.197 To receive a report from North Northamptonshire Councillors
- 222.198 To receive and approve the Balance of Accounts/Bank Reconciliation
- 222.199 To examine and approve the Bank Statements
- 221.200 To approve and authorise payments of the following invoices

Payment date	Ref No.	Chq No.	Payee	Item (* includes VAT at 20%)	Amount	Power
30.04.2022	001.22/23	100161	N A Phillips	April Salary	£206.25	LGA 1972 s 112
01.04.2022	002.22/23	100162	V A Burnett	Jubilee grant (Wigsthorpe)	£75.00	LGA 1972 s 137
01.04.2022	003.22/23	100163	J Hewes	Jubilee grant (Thorpe)	£75.00	LGA 1972 s 137
01.04.2022	004.22/23	100164	C Wright	Jubilee grant (Lilford)	£75.00	LGA 1972 s 137
01.04.2022	005.22/23	100165	R Sawford	Jubilee grant (Achurh)	£75.00	LGA 1972 s 137
10.05.2022	006.22/23	100166	N A Phillips	March/April expenses	£39.90	LGA 1972 s 111
10.05.2022	007.22/23	100167	NCALC	Subscription and Audit fee	TBC	LGA 1972 s 111
10.05.2022	008.22/23	100168	TBC	Insurance	TBC	LGA 1972 s 111
30.05.2022	009.22/23	100169	N A Phillips	May Salary (inc April shortfall)	£273.23	LGA 1972 s 112
30.06.2022	010.22/23	100170	N A Phillips	June Salary	£239.74	LGA 1972 s 112

- 222.201 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.
- 222.202 To note planning decisions made by ENC
- 222.203 To note the results of the assets inspection and to resolve what action to be taken
- 222.204 To note receipt of a £200 donation to renovate Achurh benches in memory of a former resident
- 222.205 To receive an update on the Achurh and Wigsthorpe phone boxes.
- 222.206 To receive a report on progress on remedial work on the Achurh Well Head.
- 222.207 To receive feedback from Cllr Hopkinson as JAG Representative.
- 222.208 To receive feedback from Cllr Healey as Police Liaison Representative
- 222.209 To note the completion of LWTA PC's contribution to the Northants CALC Asset Mapping Project (AMP)
- 222.210 To finalise the content of the newsletter to update residents on the PCs work
- 222.211 To discuss any matters concerning highways and public rights of way and to resolve what action to be taken
- 222.212 To discuss the current condition of the Achurh Dew Pond and resolve what action, if any to be taken.
- 222.213 To discuss the drainage issues on the Thorpe/Achurh road and to resolve what action, if any, to be taken.
- 222.214 To receive an update on the issue of the speed restrictions in Achurh and to resolve what further action can be taken
- 222.215 To set the dates for the meetings for the year 2022/2023 as 12/07, 13/09, 08/11, 10/01, 14/03, 09/05
- 222.216 Correspondence:
- 222.217 To confirm the date of the next Parish Council meeting as July 12th 2022
- 222.218 To close the meeting