


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 9th 2023 commencing at 7.30pm to transact the business below.

Dated: May 2nd 2023 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

- 229.374 Election of Chair - Declaration of Acceptance of Office to be completed and countersigned.
- 229.375 Election of Vice Chairman
- 229.376 To receive and approve apologies for absence.
- 229.377 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).
- 229.378 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).
- 229.379 To receive and approve for signature the minutes of the meeting held on Tuesday March 14th 2023.
- 229.380 To note any matters arising from the minutes not included on this agenda for report only.
- 229.381 To note the findings of the internal audit
- 229.382 To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 22/23 Part 2
- 229.383 To receive and approve Section 2 – Accounting Statements – Annual Governance & Accountability Return 22/23 Part 2
- 229.384 To resolve to declare LWTAPC exempt from external audit for the year ending 31.03.2023
- 229.385 To confirm the dates for display of the notice of public rights, and for inspection of documents relating to the financial year 2022/23
- 229.386 To appoint the Internal Auditor for the year 2023/2024
- 229.387 To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy, Scheme of Delegation, and Safeguarding Policy
- 229.388 To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent, and Training Plan for Councillors
- 229.389 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, Social media Policy, Website Accessibility Statement and Website Management Policy
- 229.390 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, Safeguarding Policy, Dignity at Work Policy, Councillor/Officer Protocol.
- 229.391 To receive and approve the Environment Policy and Environment Plan
- 229.392 To receive and approve the Risk Management Policy Statement, Financial Risk Assessment, Risk Register, and all other Risk Assessments
- 229.393 To receive and approve the Assets Register

- 229.394 To note the Insurance Review
- 229.395 To allocate Councillors' roles and responsibilities
- 229.396 To review the bank mandate
- 229.397 To review the Direct Debits
- 229.398 To receive and approve the Balance of Accounts/Bank Reconciliation
- 229.399 To examine and approve the Bank Statements
- 229.400 To approve and authorise payments of the following invoices

Payment date	Ref No.	Chq No.	Payee	Item	Amount	VAT	Power
03.04.2023	001.23/24	100199	NCALC	Subscription and Audit fee	£501.67	£43.40	LGA 1972 s 111/143
30.04.2023	002.23/24	100194	N A Phillips	April Salary	£261.63		LGA 1972 s 112
01.04.2023	003.23/24	100195	M Betts	Coronation grant (Thorpe)	£75.00		LGA 1972 s 137
01.04.2023	004.23/24	100196	R Sawford	Coronation grant (Achurch)	£75.00		LGA 1972 s 137
09.05.2023	005.23/24	100197	CPRE	Membership	£36.00		LGA 1972 s 143
09.05.2023	006.23/24	100198	A J Gallagher	Insurance Year 2 of a 3 year LTA	£436.91		LGA 1972 s 111
09.05.2023	007.23/24	100200	N A Phillips	March/April expenses	£27.74		LGA 1972 s 111
30.05.2023	008.23/24	100201	N A Phillips	May Salary	£261.63		LGA 1972 s 112
30.06.2023	009.23/24	100202	N A Phillips	June Salary	£261.63		LGA 1972 s 112

- 229.401 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.
- 229.402 To note planning decisions made by ENC
- 229.403 To note the results of the assets inspection and to resolve what action to be taken
- 229.404 To receive an update to the work to the Achurch benches
- 229.405 To receive an update on the future use of the Achurch and Wigsthorpe phone boxes.
- 229.406 To receive a report on progress on remedial work on the Achurch Well Head.
- 229.407 To receive a report on progress on remedial work to the Achurch Dew Pond.
- 229.408 To receive feedback from Cllr Healey as Police Liaison Representative
- 229.409 To discuss any matters concerning highways and public rights of way and to resolve what action to be taken
- 229.410 To receive an update on the installation of the traffic calming measures at Thorpe
- 229.411 To discuss resident's concerns re sewage discharge and to resolve what action if any to be taken
- 229.412 To discuss resident's concerns re blocked drainage gullies at Thorpe and to resolve what action if any to be taken
- 229.413 To set the dates for the meetings for the year 2023/2024 as 11/07, 12/09, 14/11, 09/01, 12/03, 14/05
- 229.414 Correspondence:
- 229.415 To confirm the date of the next Parish Council meeting as July 11th 2023
- 229.416 To close the meeting