

# Grafton Underwood Parish Council



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To members of the council:

You are hereby summoned to the **Annual Meeting** of Grafton Underwood Parish Council to be held at Grafton Underwood Village Hall on **Thursday 18<sup>th</sup> May at 7:30pm** for the purpose of transacting the following business:

## Agenda

- 23/001 To elect a chairman for the forthcoming year and to receive their declaration of acceptance
- 23/002 To elect a vice-chairman for the forthcoming year
- 23/003 To receive apologies for absence and to determine if the absence is approved (reason for absence to be advised)
- 23/004 To approve the Minutes of the Council Meeting held 2<sup>nd</sup> February 2023 as a correct record
- 23/005 To note any matters arising from the Minutes not included on the Agenda, for report only
- 23/006 To note any declarations of pecuniary or prejudicial interests in relation to any items on the Agenda

### **Public participation**

- 23/007 Members of the public have an opportunity to address the Council on any matter for a maximum of three minutes subject to an overall public speaking time of 15 minutes. Anyone wishing to speak should notify the Chairman or Clerk prior to the commencement of the meeting
- 23/008 To receive a report from the Unitary Ward Councillor(s)

### **Governance Matters**

- 23/009 To review the Code of Conduct and to acknowledge the Seven Principles of Public Life
- 23/010 To review and confirm arrangements for the delegation of powers to the Clerk
- 23/011 To undertake the annual review of the Council's
  - a) Standing Orders
  - b) Financial Regulations

### **Representative appointments / memberships**

- 23/012 To appoint the Clerk as the Council's Police Liaison Representative for the forthcoming year
- 23/013 To appoint Cllr Wildgoose as the Council's lead for the development of Grafton Underwood's Neighbourhood Plan, supported by the Clerk, for the forthcoming year
- 23/014 To approve membership of outside bodies (and approve payment subscriptions when they become due)
- a) Northamptonshire County Association for Local Councils (NCALC)
  - b) Northamptonshire Action in Communities in Rural England (ACRE)
  - c) Society of Local Council Clerks (SLCC)
  - d) Campaign for the Protection of Rural England (CPRE)

### **Finance Matters**

- 23/015 To review and approve any required changes to the bank signatories / authorisers
- 23/016 To appoint the Internal Control Councillor for the forthcoming year
- 23/017 To receive and note the Finance Report and to approve for payment the schedule of payments presented

### **Annual Governance and Accountability Return (AGAR)**

- 23/018
- a) To receive and note the Annual Internal Audit Report 2022/2023
  - b) To approve the Receipts and Payments 2022/23
  - c) To complete and sign the Annual Governance Statement 2022/23
  - d) To consider, approve & sign the Accounting Statements 2022/23
  - e) To complete and sign the Certificate of Exemption – AGAR 2022/23
  - f) To note the dates for the exercise of electors rights re inspection of the annual accounts (12/06/23 - 21/07/23)

### **Village Matters**

- 23/019 To affirm the Council's support for the preservation of green spaces in the village in particular around the River Alledge; the adjacent allotments; the Churchyard; land adjacent and to the east of the Coach House; land adjacent and to the north and west and south of the School House; land around the Anglia Water facility and to the east of Tackwall and Dairy Cottages.
- 23/020 To recognise that the majority of residents voted against development in the village and to affirm the Council's support with this view

### **Other Matters**

- 23/021 To determine training requirements for Councillors and the Clerk for the forthcoming year
- 23/022 To identify potential projects for the forthcoming year
- 23/023 To receive and note, Chairman's updates on:
- a) Points raised from the Annual Parish Meeting which will require future council decisions
- 23/024 To receive and note Clerk's updates on anything not previously covered in their regular updates

23/025 To set the date of the next scheduled meeting and identify any future agenda items

23/026 Close

Pm B. Bird

**Pat Bird, Clerk to Grafton Underwood Parish Council**

**11<sup>th</sup> May 2023**