



APPLEBY MAGNA PARISH COUNCIL

Mrs Lindsay Swinfield, Clerk to the Council

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L. Swinfield

To members of the Parish Council: you are requested to attend the Annual Parish Council meeting on Thursday 5 May 2022 at 7.30pm

AGENDA

1. **Election of Chairman of the Parish Council & signing of acceptance of office**
2. **Open Forum for Public questions and comments on items on the agenda (limited to 3 minutes per person by approval of the Chairman, 15 minutes maximum for this session)**
3. **To receive apologies for absence**
4. **In accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interests in items on this agenda. Clerk to report any written requests for dispensation in respect of items on this agenda.**
5. **Election of Vice-Chairman of the Parish Council**
6. **Minutes of the Parish Council Meeting held April 7 2022 & Annual Parish Meeting report**
7. **To appoint representatives to outside bodies and arrangements for reporting back**
8. **Appointment of Internal Auditor for 2023**
9. **Set a date for the 2023 Annual Parish Meeting (April 6 2023)**
10. **To accept Standing Orders & Financial Regulations (previously circulated)**
11. **To review the Parish Risk Assessment**
12. **To review the Parish Asset Register**
13. **To review Data protection policy, complaints procedure and general privacy notice & committee TOR**
14. **Police / Neighbourhood Watch Matters – for crime reports view www.police.uk & key in postcode required, note all details are at least 2 months out of date.**
15. **Planning Consultations**
 - a. Non material amendment to planning permission 21/00358/FUL to re-site the welfare block and reduce its height, alter the position and design of the ramp to the welfare block and amend part of the parking and turning spaces at Appleby Magna Caravan park.
16. **Planning Decision Notices**
 - a. Whitehouse Farm, proposed conversion & extension of former hunting lodges to form single residential dwelling with garage – granted.
17. **Allotment Matters**
 - a. General update
18. **Footpaths, Hedgerows & Street Matters**
19. **General Items for consideration**
 - a. Project Jump! Outdoor gym equipment – funding from J11 Mercia fund of £5k
 - b. Shed for storage
 - c. Planters
 - d. Bench on play area update
 - e. The Queen's platinum jubilee – family fun day on 05/06/22 – flyers to be printed
 - f. Recreation ground fencing & shrub planting
 - g. Play area update/bin
20. **Risk Assessment for all relevant areas & play area inspection report** from ROSPA
Risk Assessment also includes flood risk & resilience group updates

21. Approval of Payments and Financial Statements

- a. Approve payments & financial statements (inc April 2022)
- b. To receive and approve End of Year Bank Reconciliation
- c. To approve and accept the Internal Auditor's report
- d. Approval of Annual Governance Statement
- e. Approval of Accounting Statement
- f. Approval of complete AGAR
- g. Annual Insurance quote, to approve (£712.38)
- h. Notice of appointment of date for the examination of electors rights
- i. Zoom subscription £119.90

22. Ideas for Written Piece - Parish News Line

23. Urgent Items

Date of Next Meeting: June 2 2022 Parish Council Meeting, 7.30pm Recreation ground sports pavilion