



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 18 May 2023 at 7.30pm

AGENDA

1. a. **Election of Chairman of the Parish Council & signing of acceptance of office**
b. **Uncontested Cllrs elected – signing of relevant paperwork**
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 6 & Annual Parish Meeting report**
7. **To appoint representatives to outside bodies and arrangements for reporting back**
8. **Appointment of Internal Auditor for 2024**
9. **Set a date for the 2024 Annual Parish Meeting – 04/04/24**
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Watch Matters – for crime reports view www.police.uk & key in postcode required, note all details are at least 2 months out of date.**
Break-ins in the Parish – reported to Police.
15. **Planning Consultations**
 - a. 23/00502/TCA 44 Top Street, fell Pine tree and works to 6no Apple trees, 1 Hazel & 1 Damson.
 - b. 23/00513/FUL Red Gables Farm – erection of two agricultural buildings.
16. **Planning Decision Notices**
 - a. 21 Botts Lane, erection of two storey extension, single storey side extension, increase in roof height & other alterations – granted.
 - b. 19 Didcott Way, single storey extension and canopy – granted.
17. **Allotment Matters**
 - a. General update
18. **Footpaths, Hedgerows & Street Matters**
 - a. Village sign planters
19. **General Items for consideration**
 - a. Parish questionnaire
 - b. UKSPF community grant - £3250
 - c. Parish speed sign update
 - d. Co-option of Parish Councillors
 - e. Update on King Charles III Coronation weekend
 - f. Play area swings and improvements
 - g. Sponsorship signage proposal for the sports pavilion

20. **Risk Assessment for all relevant areas & play area inspection report** from ROSPA
Risk Assessment also includes flood risk & resilience group updates and outdoor gym inspections.

21. **Approval of Payments and Financial Statements**

- a. Approve payments & financial statements
- 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 (£700.86)
- h. Notice of appointment of date for the examination of electors rights

22. **Ideas for Written Piece - Parish News Line**

23. **Urgent Items**

Date of Next Meeting: June 1 2023 Parish Council Meeting, 7.30pm Recreation ground sports pavilion