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**To All Parish Councillors:** I hereby summon you to attend the **Annual Parish Council Meeting**, which will take place on **Thursday May 19<sup>th</sup> 2022 at 7.00pm** at Parsons Meade Community Centre. All parishioners and members of the press are invited to attend. **Please be aware the meeting may be recorded.**



Clerk, Fiona Young

## **AGENDA**

**22/068 Resolution to elect a Chairman for the coming year and signing of the Acceptance of Office.**

**22/069 Resolution to elect a Vice Chairman for the coming year**

**22/070 To receive any apologies for absence and approve reasons for absence**

**22/071 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda**

**22/072 To approve and sign the Minutes of the Council Meeting held on April 21st 2022**

**22/073 Public Session.** Residents are invited to address the Council. The session will last for 15 minutes with each contribution lasting a maximum of 3 minutes. Each resident may speak once. Representations shall not require a response at the meeting or start a debate. Residents must address the Chairman who may direct that a written or oral response be given.

**22/074 To Receive Reports from**

**a) Police Representative.** Crime report from Police Officer David Okere, details circulated to council. Burglary Residential – 1 Vehicle Crime – 1 Other incidents – 17

**b) West Northants Councillors**

**22/075 To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC.**

**22/076 Matters arising from previous minutes, for report only**

**22/077 Finance**

**1. To note Precept payment received of £12,500**

## 2. Resolution to approve the payments tabled below including those for the Jubilee Event.

Payable to	Details	Amount £
F Young	Salary plus expenses from April + May	821.19
HMRC	Tax and NI	242.17
BHIB Insurance	Annual Renewal	390.69
PPLPRS	Music licence – Jubilee event	83.16
Linda Hook	Reimburse Vistaprint Jubilee flyers	81.16
Linda Hook	Reimburse Instaprint Claystones Survey	177.14
Knitters Jig	Balance to pay	880.00
DW Hire	Marquee balance to pay	4017.00
King Bouncealot	Balance to pay	185.00
Odin Climbing wall	Balance to pay	405.00
RTC Medical Solutions	First aid cover	600.00
DCK Payroll	Clerks payroll	36.00
Moulton 77 Brass band	Balance to pay	150.00
Linda Hook	Reimburse Arco Hi Vis x 20	270.00 TBC
Event Insurance	Jubilee Event Hire Insurance	1174.70

## 3. Approval of the Year End bank reconciliation statement below

30 April 2022 Bank reconciliation – Balance at April 1<sup>st</sup> 2022 £77378.82 less payments £1788.68 plus receipts £12,500= £ 77378.82 Bank accounts at 30.04.2022 £32175.32 plus £45,203.50 = £77378.82

## 4. Confirmation that the internal controls councillor has completed the checks to the payments.

5. **Parish Council Insurance Policy** – Confirmation that the parish council policy was renewed for one year at a cost of £390.69

## 6. Grant Application from the Friends of West Hunsbury Parks for a contribution towards information boards.

### 22/078 Annual Return

1. Resolution to approve Section 1 of the Annual Return – Statement of Internal Controls
2. Resolution to approve Section 2 of the Annual Return – Accounting Statement
3. Resolution to accept the Internal Audit Report
4. Resolution to set the date for the Exercise of Electors Rights as 13<sup>th</sup> June to 22<sup>nd</sup> July 2022

### 22/079 Community Events – Cllr Hook

1. To receive a report from the Community Events Committee

### 22/080 Claystones Open Space- Cllrs Barker & Macey

### 22/081 Resolution to agree whether to become a member of Northants Acre.

### 22/082 Annual Parish Meeting

To review the Annual Parish Meeting and note any actions required.

**22/083 Parish Council Publicity – proposed by Cllr Matthews**

1. Request a review of all means, by which the parish council publicises its activities and events, and evaluate their effectiveness.

**22/084 Noticeboard**

Resolution to purchase a new noticeboard for the new housing area by the primary school.

**22/085 Jubilee Bench**

Resolution to agree a location for the Jubilee bench

**22/086 Helicopter Landing**

To notify and agree a response from the parish council regarding the recent landing of a commercial helicopter in the fields of Ladybridge Park used by Welland Valley Football Club and also local dog walkers and residents.

**22/087 Resolution to agree to purchase gifts for the Year 6 Leavers at Hunsbury Primary School.**

**22/088 Correspondence and actions when needed.**

- **WNC Have your say anonymous survey**
- **April Police report**
- **Ncal Mini Update – circulated**
- **Resident query regarding the Claystones Open Space survey – Council to decide a response**
- **Resident query regarding the use of herbicide by Idverde – referred to WNC**

**22/089 Next meeting date June 16<sup>th</sup> 2022**

**22/090 Resolution to close the meeting to the public and press due to items of a sensitive nature.**

**22/091 Closed session**