

Kirklington Annual Parish Council Meeting & Ordinary Parish Council Meeting (combined) – Agenda

Agenda for the meetings on Monday 9th May 2022 at 7.30pm (which will follow on from the Annual Parish Meeting).

Annual Meeting formalities

1. Declarations of Interest – to cover *the annual & ordinary meetings*
2. Election of new Chair
3. Election of new Vice-Chair
4. Election of new Treasurer
5. Minutes of last Annual Parish Council Meeting (4th May 2021) – *to authorise the minutes as being a true record of the meeting.*
6. Minutes of last ordinary Parish Council Meeting on 4th April 2022 – *to authorise the minutes as being a true record of the meeting.*
7. Roles for the forthcoming year (2022-23) (HC)
8. Adoption of the Chairman's Annual Report (Vice Chair / all) – *formal adoption of the report*
9. Treasurer's Annual Report / adoption (IW /all) – *review of the previous financial year and adoption of that report.*

Ordinary Meeting formalities

10. Action points review (all) – *review updates on outstanding actions*
11. Traffic Report – Accident stats (IW)
12. Financial matters (IW):
 - i) Balances
 - ii) Clerk payment – *payment for April including expenses*
 - iii) Receipt of precept
 - iv) Insurance renewal – *authorise the annual insurance renewal if due*
 - v) Defibrillator – *authorise replacement parts for the defib*
 - vi) Jubilee Street Party - £200 grant received
13. End of Year Finances Review 2021-22 (IW):
 - i) Annual Approval of accounts for the year ended 31 March 2022.
 - ii) Approval of Certificate of Exemption for the year ended 31 March 2022.
 - iii) Approval of the Annual Governance Statement for the year ended 31 March 2022.
 - iv) Approval of the Accounting Statements for the year ended 31 March 2022.
14. Planning Matters (HC) – *any planning requests/updates to review:*
 - i) 22/00303/s73 – Land between Fallows End and Lynwood – variation of condition 2 attached to 21/00121/FUL to amend the approved plan to amend garage / dwelling materials / eaves and reduce pitch height of dwelling. Status – permission granted (info only).
 - ii) 21/02434/HOUSE – Mill Farmhouse, Southwell Rd – proposed detached garage and workshop. Status – permission granted (info only).
 - iii) 22/00443/LDC – High View and The Hame, Main Street – application for LDC for existing use as two separate dwellings. Outcome – permission granted (info only).
 - iv) 22/00442/LDC – Hawthorne Cottage, Pine Tree Cottage, Mint Cottage and Sycamore Cottage, Main Street – application for LDC for use of land / buildings for residential purposes. Outcome – permission granted (info only).
15. Annual Review of Policies (HC/all) – *review GDPR, accessibility and Standing Order Policies*
16. Correspondence (HC):
 - i) NALC update on internal auditor – *developing a better process*
17. Date of next meeting – *Ordinary meeting – 6th June 2022 at 7.30pm. Next AGM date will be agreed early in 2023.*