

**HANSLOPE PARISH COUNCIL, HANSLOPE RECREATION GROUND,
CASTLETHORPE ROAD, HANSLOPE, MK19 7LG.**

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 clerk@hanslopeparishcouncil.gov.uk

You are hereby summoned to attend the Annual Meeting of Hanslope Parish Council on
Monday 9th May 2022 at **7.00pm** at the Community Hall, MK19 7LG.

AGENDA

22.043 Election of Chairman and Vice Chairman for the year to May 2023

MOTION: To agree the chairman for 2022-23

MOTION: To agree the vice chair for 2022-23

22.044 Apologies

22.045 Minutes from previous meeting held 11th April 2022

MOTION: to approve the minutes of the last meeting

22.046 Declarations of Interest: For councillors to declare any pecuniary interest in items on the agenda

22.047 Public Participation:

Members of the public may ask questions and bring matters to the attention of the parish council, on prior application to the clerk. This section must last no longer than 15 minutes, with a time limit of 5 minutes per person.

22.048 Governance, Working Groups and Processes

- i. **Governance Documents:** Review and re-adoption of Standing Orders, Financial Regulations and Councillor Code of Conduct
- ii. **Working Groups and Committees:** Review and agree membership and Terms of Reference.
- iii. **Processes, Policies and Procedures:** Review of Data Protection Policy & Privacy Statement, Equal Opportunities Policy and Health and Safety Policy.
- iv. **Land, Assets and Insurance:** Review and re-adopt Asset Register, Risk Register, and level of insurance cover.
- v. **Financial Approvals:** Review Internal control procedure, bank mandate/signatories, rents/tenancies.

MOTION: to agree the re-adoption of the above.

22.049 Council

- i. Clerk's report
- ii. Highway's updates and new process for requests to MKC
- iii. Broadband update

MOTION: To approve expenditure, including ground installation costs, for provision of broadband

- iv. Potential for expanding the council

22.050 Planning

- i. New planning applications and discussion/agreement on PC responses, as well as any appeals.

MOTION: To agree the parish council's response to any applications

- ii. Enforcement Issues
- iii. Revision of Neighbourhood Plan: update from working group

22.051 Finance

- i. Financial update, reconciliations and financial situation report to April 30th 2022.
- ii. Insurance Renewal

MOTION: To agree quote and insurance provider 2022-23

- iii. Audit timescale, period of elector's rights and provision during clerk's leave
- MOTION:** To agree the period of elector's rights as 14/6/22 to 23/7/22

- iv. Approval of payments – March/April 2022
- MOTION:** to approve invoices as presented

22.052 Recreation Ground

- i. Groundworks and MUGA update
- ii. Rec. ground and community hall accessibility measures and timeframe
- iii. Community Hall hiring update

MOTION: To agree rate for children's wrap-around care charity

- iv. CIF Grant and Community Hall ceiling: progressing this project
- MOTION:** To agree a supplier/quote

22.053 Village Projects

- i. Village Pond – work needed

MOTION: To agree any quotes for gabions.

- ii. Jubilee Events update: Programme of events, finances, risk assessments and Beacon event.

MOTION: To agree to the budget for the programme of events

- iii. Skatepark feasibility – update from working group

- iv. Request for a memorial bench.

MOTION: to agree a response to the applicant.

- v. Dr's surgery car park drainage issue.

MOTION: to agree a course of action

22.054 S106 Projects: Any updates

22.55 Allotments: Any updates

22.056 Date of Next Meeting

Gillian Merry
Clerk/RFO
02/05/22

Members of the public are welcome to attend all parish council meetings.

**It is requested that COVID protocols are observed, as COVID safety cannot be guaranteed.
Attendance is at own risk.**