

CULWORTH PARISH COUNCIL

ANNUAL GENERAL MEETING

18TH MAY 2021 AT 7PM IN CULWORTH VILLAGE HALL

You are requested to attend an Annual General meeting of the Parish Council on **Tuesday 18th May 2021** which will be followed by a General meeting in Culworth Village Hall. If you are unable to attend, please notify the Clerk on culworthparishcouncilclerk@gmail.com or 01295760571.

Please note- NO AGM in 2020 due to coronavirus and lockdown.

Members of the public and Councillors are advised that under the Openness of Local Government Bodies Regulations 2014, members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the meeting not being disrupted.

11/05/2021

Josephine Rowling

Clerk to Parish Council

Annual Meeting agenda

1. Councillors present
2. Apologies for absence: Cllr Guinness
3. Election of Chair
4. Election of Vice Chair
5. Responsible Financial officer The Clerk as part of role
6. Internal Controller- bimonthly check of accounts currently
7. Internal Auditor – to recommend NCALC internal audit scheme
8. Signatories to account currently Councillors Rolt and Mumford
9. Planning applications and large documents- subcommittee Cllr Koster
10. Burial ground and Berry Hill Close subcommittee currently Cllr Mumford and the Clerk.
Confirm charges.
11. Finance subcommittee Chairman, Vice Chairman and the Clerk. Meet annually in November
Currently Cllrs Rolt, Mumford and the Clerk
12. Culworth Hill Field Trust: Cllr Rolt
13. HS2 representative
14. Village Hall representative
15. School liaison currently Cllr Guinness
16. Tree warden voluntary post - doesn't need to be a Parish Councillor
17. Footpaths and bridleways - Mark and Sarah Izzett
18. Newsletter Mrs Kate Smith (culworth.newsletter@gmail.com)
19. Website Mrs Joanne Wilby
20. Meetings for 2021- bi-monthly on second Tuesday at 7pm
21. Equality statement circulated to all householders in next newsletter and on Parish Council website
22. Standing Orders 2021 (see attachment)
23. GDPR-
24. Complaints Procedure and committee

25. Burial Ground regulations attached
26. Any other matters

27. GENERAL MEETING

28. Declarations of interest
29. OPEN MEETING- any member of public can raise any issue with prior request to Clerk preferably
30. To approve MINUTES of March 2021 meeting
31. Any matters arising not on Agenda
32. Clerk's notes
 - a. Street drains all cleansed in April
 - b. Waymarkers still to be affixed by farmer
 - c. Defibrillator check
 - d. Census - officers assisted where needed
 - e. West Northamptonshire Unitary Council commenced on 1st April 2021. Election for Councillors took place on 6th May 2021. Cllr Dermot Bambridge, Cllr Alison Eastwood, Cllr Charles Manners elected to represent Silverstone Division
 - f. Police Fire and Crime Commissioner- Stephen Mold elected on 6th May 2021
 - g. Lockdown procedures ended on 8th April 2021
 - h. New litter bin awaited for Eydon Turn.
 - i. New green metal seat awaited for village green.
33. Website. Change of domain name requested. To advise Clerk when to close subscription to IONOS
34. To consider Insurance premium from brokers for PEN renewal. £593.69. (attached details)
35. Culworth Hill Field Trust
36. Culworth Community 2021. Request for financial support for Lockdown party 2021
37. HS2 update from Annual Parish Assembly
38. To receive Culworth Play area results. Consider the response from Solicitors for the Crutchley estate. The possible way forward.
39. FINANCES
 - a. To approve the accounts for 2020-2021. To comment on any queries. When approved, included in June/July newsletter.
 - b. To approve the Annual Audit and Governance Regulations associated with the accounts. To publicise audit in June.
 - c. Note VAT reclaim for 2020-2021 in process
 - d. Precept- first half received 4th May £11750
 - e. PAYMENTS since last meeting by BACS Unity Bank
 - i. 24th March DD IONOS £12.99+£2.60=£15.59
 - ii. HMRC Last payment £260 (300003)
 - iii. Service charge for 3 months Jan – March £18.00
 - iv. Texprep Ream Paper £4.88+0.98=£5.86
 - v. Roger Smith Mowing and strimming burial ground and recreation field April £228.00
 - vi. DD Yu energy 30/4 £139.64 and £26.05,10/5 £71.70
 - f. Current account Unity Bank £35,732.96 on 10th May 2021
40. PLANNING

Culworth Parish Council AGM and General meeting 18 May 2021

- a. Applications from WNC
 - i. WNS/2021/0276/FUL Construction of open-air swimming pool Danvers House OX17 2BD
 - ii. WNS/2021/315/TCA Trees Manor House Culworth OX17 2BB
- 41. Correspondence, mainly e-mail
 - a. NCALC Updates esp relating to elections and cancelling of zoom meetings. Note there is a legal challenge currently being supported by NCALC
 - b. Clerks Councils Direct
 - c. SLCC magazine
- 42. Any other business for July meeting
- 43. Date of next scheduled meeting
- 44. Close of meeting