

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

Agenda for the meetings on Monday 22nd May 2023 at 7.30pm (which will follow on from the Annual Parish Meeting once finished).

Please note that Councillors are required to complete the Acceptance of Office form before opening of proceedings.

Annual Meeting formalities

1. Election of new Chair
2. Election of new Vice-Chair
3. Election of new Treasurer
4. Apologies for absence – MS
5. Declarations of Interest – *to cover the annual & ordinary meetings*
6. Minutes of last Annual Parish Council Meeting (9th May 2022) – *to authorise the minutes as being a true record of the meeting.*
7. Minutes of last ordinary Parish Council Meeting (3rd April 2023) – *to authorise the minutes as being a true record of the meeting.*
8. Roles for the forthcoming year (2023-24) (HC)
9. Adoption of the outgoing Chairman's Annual Report (Vice Chair / all) – *formal adoption of the report*
10. Treasurer's Annual Report / adoption (IW /all) – *review of the previous financial year and adoption of that report.*

Ordinary Meeting formalities

11. Action points review (all) – *review updates on outstanding actions*
12. WINGS (IW/all) – *share / review any new information and/or issues relating to the School*
13. Traffic Report – Accident stats (IW)
14. Financial matters (IW):
 - i) Balances
 - ii) Clerk payment – *payment for April*
 - iii) Receipt of precept – *receipt of first instalment (£3350.00)*
 - iv) Insurance renewal – *authorise the annual insurance renewal (£394.64)*
 - v) Coronation Grant - *£200 grant received*
 - vi) CIL funding – *additional funding received (£776.80)*
15. End of Year Finances Review 2022-23 (IW):
 - i) Annual Approval of accounts for the year ended 31 March 2023.
 - ii) Approval of Certificate of Exemption for the year ended 31 March 2023.
 - iii) Approval of the Annual Governance Statement for the year ended 31 March 2023.
 - iv) Approval of the Accounting Statements for the year ended 31 March 2023.
16. Planning Matters (HC) – *any planning requests/updates to review:*
 - i) Bilsthorpe Incinerator – *application not submitted at time of compiling agenda; general approach could be considered.*
17. Annual Review of Policies (HC/all) – *review GDPR, accessibility and Standing Order Policies*
18. Register of Members Interest – *summary of process and deadlines*
19. CIL Funding suggestions (HC) – *review of suggestions received for expenditure*
20. Training – *review of documents and upcoming events*
21. Belle Eau Park (HC) – *formally review current situation and agree next steps for action*
22. Policing Surgery (HC) – *review key updates from meeting on 18th May*
23. Flooding (IW) – *review recent issues (additional to action points)*
24. School traffic (SF) – *review concerns*
25. Potholes (RSR/All) – *review any that need to be reported*

26. Correspondence (HC):

The only correspondence requiring attention is covered within other agenda items.

27. Date of next meeting – *Ordinary meeting – reconsider as currently 5th June 2023 at 7.30pm. Next AGM date will be agreed early in 2024.*

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