



NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD ON:

Monday 15th May 2023 at 7.30pm in Ashendon Village Hall

ANNUAL GENERAL MEETING

Councillors are summoned to attend.

A G E N D A

1. Election of Chairman

To elect the Chairman of the Parish Council for 2023/24

2. Apologies

To receive apologies for absence

3. Election of Vice Chairman

To elect the Vice Chairman of the Parish Council for 2023/24

4. Declarations of Acceptance of Office by Chairman

To complete relevant paperwork.

Parishioners Question Time

15 minutes will be set aside to receive representations from members of the public.

5. Minutes

To agree the Minutes of the Parish Council meeting held on Monday 20th March 2023.

6. Matters Arising

To address the Matters Arising from the Minutes and carry forward any further actions.

7. Declarations of Interest

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011, Councillors to declare any personal, prejudicial or pecuniary interests pertaining to the agenda.

8. Representation of Committees/Working Parties

To agree Councillor representations for the Haddenham and Waddesdon Community Board, the Road Safety Working Party, Footpath Working Party. To nominate a Councillor to review PC Governance including the annual review of the Parish Council Insurance. To nominate a Councillor as the representative for the Calvert & Greatmoor CLGs meetings. To nominate a Councillor for the monitoring of Parish Council Assets.



9. PC Governance

To review and agree Standing Orders, Code of Conduct, Financial Regulations, Risk Assessment and Complaints Procedure.

10. PC Meetings

To agree meeting dates for 2023 and 2024.

11. Contributions from Buckinghamshire Councillor

To receive a report from Buckinghamshire Council.

12. Reports from Councillors attending meetings and outside organisations.

To report on any meetings.

13. Correspondence

To note any correspondence outside the Agenda including email regarding maintenance for Boughton's Peace.

14. Speed Awareness Project

To provide an update on Wotton Road footpath, Speed Indicator Device, Ashendon Community Speed Watch and HS2 Road Safety Fund.

15. Children's Play Activity

To consider a Parish Council led play session.

16. Finance

a. Balance from Minutes of previous meeting (20th March 2023): **£35,045.95**

- **Receipts: £9,125.10** - £8,500 (Precept) and £625.10 (Devolution Grant)
- **Debits: £50.21** - Npower (£23.90 March) and (£26.31 April)
- **Plus unrepresented cheques: £134.00** (£34.00 Clerk backpay) + £100.00 (donation to South Central Ambulance)
- **Less standing orders: £558.00** - £279.00 (Clerk Salary) + £26.31 (Npower)
- **Balance of Bank Account: £43,696.84**
- **Available Funds: £43,562.84** (balance of bank account less unrepresented cheques)

b. Orders for Payment: **£364.40**

- **Venetia Davies - £18.90** (Clerk travel)
- **BHIB Insurance - £304.05** (Parish Council annual insurance)
- **BALC - £41.45** (Membership to Bucks and Milton Keynes Association of Local Councils)
- **BALANCE: £43,198.44** (Available Funds less Orders for Payment)



c. **Management Report**, May 2023 circular.

d. **Audit/Annual Governance and Accountability Return 2022/23 Form 2**

To agree to sign the Certificate of Exemption, note the completed Annual Internal Audit report by the authority's internal auditor, review the effectiveness of the system of internal control, prepare the annual governance statement and approve. To approve the Annual Accounts for year ended 31 March 2023. To also consider the Accounting Statement, signed by the RFO, and approve by resolution and authorise the Chairman and Clerk to sign.

17. Planning

To note there have been no planning applications received since the March meeting.

18. Items for Information including Diary Dates:

- **Grass Cutting schedules:** Verges: 15/05, 12/06, 10.07, 21.08, 02.10.23
- **Local Plan for Buckinghamshire and Local Transport Plan 5 Survey (to 04.06.23).** Please Have your Say: <https://yourvoicebucks.citizenspace.com/planning/vision-and-objectives/>
- Haddenham and Waddesdon Community Board Event - 7th June 2023, at 6pm.

19. Date and Time of Next Meeting:

Monday 19th June at 7.30pm in Ashendon Village Hall