



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

**Monday 9<sup>th</sup> May 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 2022/23

**2. Apologies**

To receive apologies for absence

**3. Election of Vice Chairman**

To elect the Vice Chairman of the Parish Council for 2022/23

**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 21<sup>st</sup> March.

**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 Boards, 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 2022 and 2023.

**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 contribution towards Ashendon Playing Fields Association annual insurance (premium up by 12.5%) and Ashendon Broadband.

**14. Litter Pick**

To consider undertaking a litter pick.

**15. Queen's Platinum Jubilee**

To agree to purchase Elm (disease resistant)

**16. Tree on Boughton's Peace**

To agree to remove pine tree in line with contractor's quote.

**17. Speed Awareness Project**

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

**18. Community Allotment**

To agree a budget for maintenance and bulbs (£150).

**19. Children's Play Activity**

To receive a proposal for a Parish Council led play session.



## 20. Finance

- a. **Balance from Minutes of previous meeting (21<sup>st</sup> March 2022): £30,898.63**
- **Receipts: £8,883.04** (£8,000 Precept, £573.48 Devolution grant and £309.56 Wildlife grant)
  - **Debits: £123.48** (Npower Business)
  - **Plus unpresented cheques: £290.00** (Len Holder)
  - **Less standing orders: £499.20** (Clerk Salary)
  - **Balance of Bank Account: £39,448.99** (as at 22<sup>nd</sup> April 2022)
  - **Available Funds: £39,158.99** (balance of bank account less unpresented cheques)
- b. **Orders for Payment: £1,025.45**
- **Venetia Davies - £120.00** (Backdated pay – agreed in 2021/22)
  - **Venetia Davies - £9.45** (Clerk travel)
  - **Venetia Davies - £159.98** (Microsoft Office subscription – 2 years)
  - **RTM Landscapes - £432.00** (£360.00 + £72.00 VAT)
  - **BHIB Insurance - £263.83** (Parish Council annual insurance)
  - **BALC - £40.19** (Membership to Bucks and Milton Keynes Association of Local Councils)
  - **BALANCE: £38,133.54** (Available Funds less Orders for Payment)
- c. **Management Report**, May 2022 circular.
- d. **Audit/Annual Governance Statement 2021/22.**  
To review the effectiveness of the system of internal control, prepare the annual governance statement and approve. To also consider the Accounting Statement and approve by resolution and sign.

## 21. Planning – to ratify PC Comments.

- **22/00882/APP22/01127/ALB – Barkham, Main Street, Ashendon, HP18 0HB**  
Householder application and Listed Building application for demolition of existing front, side and rear extensions and replacement one storey front extension and two storey side and rear extension and replacement double glazed windows.

## 22. Items for Information including Diary Dates:

- **Grass Cutting schedules:** Verges: w/c 16<sup>th</sup> May, 13<sup>th</sup> June, 22<sup>nd</sup> August, 3<sup>rd</sup> October.  
Boughton's Peace: July and September.
- **H&W Community Board Community Engagement Event** - Thursday 30<sup>th</sup> June at 2pm, Waddesdon Cricket Club.
- **The Queen's Platinum Jubilee** – Lighting of Beacon – 2 June 2022.

## 23. Date and Time of Next Meeting:

**Monday 20<sup>th</sup> June 2022 at 8pm in Ashendon Village Hall**