

HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

You are hereby summoned to attend the Annual Meeting of Hanslope Parish Council on Monday 13th May 2024 at 7pm at the Community Hall, MK19 7LG.

AGENDA

22.051 Election of Chairman and Vice Chairman for the year to May 2025

MOTION: To agree the chairman for 2024-25

MOTION: To agree the vice chair for 2024-25

22.052 Apologies

22.053 Minutes from previous meeting held 8/4/24

MOTION: to approve the minutes of the last meeting

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

22.055 Public Participation: Section must last no longer than 15 minutes, with a time limit of 5 minutes per person.

22.056 Governance, Working Groups and Processes

- i. **Governance Documents:** Review and re-adoption of Standing Orders, Financial Regulations and Councillor Code of Conduct, including new NALC Financial Regulations
- 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 and any additions or amendments.

24.057 Council

- i. Clerk's Report
- ii. Annual council insurance
- iii. Enforcement scheme update
- iv. Highway's, crime and speeding updates and update re. new SIDs
- v. New City Plan - update
- vi. Any further reports from Cllrs.

24.058 Planning

- i. New planning applications – Apr/May 2024. Recommendations from planning working party. Discussion/agreement on PC responses, plus any updates.
MOTION: To agree the parish council's responses to applications

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

HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

- ii. Revision of Neighborhood Plan: Update from working group, approval of recommendations to-date, delegated authority, approval of any remaining costs.

24.059 Finance

- i. Reconciliations, financial situation report to April 30th 2024
- ii. Internal Audit report and reappointment of internal auditor
MOTION: To approve the reappointment of Tina Charteress as Internal Auditor for 2024-25
- iii. AGAR: Approval of the Annual Governance Statement and the Annual Accounting Statement
MOTION: To agree the Annual Governance Statement
MOTION: To agree the Annual Accounting Statement
AGAR to be signed off by Chairman and Clerk
- iv. Approval of payments, including any grant applications – April/May 2024.
MOTION: To approve invoices as presented

24.060 Recreation Ground

- i. Review of previous resolution not to permit any trading in the Rec. Ground
MOTION: To agree to permit limited trading on a case-by-case basis
- ii. Updates on repairs/work carried out and needed
MOTION: To agree quotes for car park fence repairs
MOTION: To agree additional work to main pitch
- iii. ROSPA inspection/report.
- iv. Request from HFC for annual white lining
MOTION: To agree the PC will fund the cost of one-off start of season white lining
- v. Anti-social behavior incidents
- vi. Additional CCTV for play area/other
MOTION: To agree installation of CCTV and areas
- vii. Additional car park signage.
MOTION: To agree any additional signage and location

24.061 Village Projects

- i. Update on Bloor's handover of car park and land.
- ii. Christmas Lights – update
MOTION: To agree quote from Ringway and decide quantity
- iii. Best Kept Village – actions (Old Bus Garage, churchyard etc.) and hanging basket request
MOTION: To agree to allocate funds for 12 hanging baskets @ £240
- iv. Any other Project updates

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

HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

24.062 S106 Projects:

- i. Overall S106 picture
- ii. Public Art proposal - update from MKCC
- iii. Dr's surgery - update
- iv. Solar Panels – update on COF, S106 and potential re-working of 2024-25 budget/EMRs

MOTION: To agree re-working of budget to allocate EMRs to this project if S106 application unsuccessful

24.063 Allotments - Update

24.064 Date of Next Meeting

Gillian Merry,
Clerk/RFO,
06/05/24