

Kilpeck Parish Council

Dear Councillor,

8th May 2023

You are summoned to the Annual Meeting of the Parish Council No KPC/MW/191
which is to be held in The Kilpeck Village Hall on Monday 15th May 2023
Meeting to Commence at 7.15pm or immediately on completion of the Parish Meetings if later
and to be concluded by 9.30pm

AGENDA

- 1.0 **Election of Chairman & Vice-Chairman**
Acceptance of Office Forms to be completed by the Chairman & Vice-Chairman
- 2.0 **Apologies for Absence**
To receive any apologies for absence
- 3.0 **Declarations of Interest & Dispensations**
To receive any declarations of interest in agenda items, or written dispensation applications
- 4.0 **To Receive, Approve and Sign** the Minutes of the Ordinary Parish Council Meeting
No KPC/MW/190 held on Monday 17th April 2023 *enclosed*
- 5.0 **Financial Report**
5.1 Clerk to present end of year Accounts for Ratification *enclosed*
5.1i Chairman & Clerk to Sign AGAR 2022-2023 Part 2 Exemption Certificate
5.2 Parish Council to approve Annual Governance Statement
5.3 Chairman & Clerk to sign Annual Accounting Statements 2022/2023
5.4 Confirmation of Invoices for Payment / Receipts / Bank Balances
5.5 Consider Internal Auditors Report 2022-2023 and agree any required action
5.6 To consider Appointment of Mrs J M Watson as Internal Auditor & Scope of Audit 2023-2024
5.7 To update Lloyds Bank Mandate if required
5.8 Parish Council Insurance review for 2023-2024
5.9 Pensions Regulator Letter
- 6.0 **Election of Delegates & Roles for Councillors** (*Working groups will require a minimum of three to be quorate*)
6.1 Kilpeck Village Hall Committee 6.1a) Update on fencing around part Village Hall Field
6.2 Kilpeck Parish Council Finance Working Group
6.3 HALC / SAM Representatives & HALC Executive Committee Representatives
- 7.0 **Orders & Policies Updates**
7.1 To consider for adoption updated Code of Conduct *updated version by email*
7.2 To formally adopt 2023 version Parish Council's Standing Orders *updated version by email*
7.3 To formally adopt 2023 version Parish Council's Financial Regulations *enclosed*
7.4 To confirm adoption of the Model Transparency Code *updated version by email*
7.5 To review and update as required Parish Council Asset Register *enclosed*
7.6 To review and update as required Parish Council's Health & Safety Policy *enclosed*
7.7 To consider the eligibility of Kilpeck Parish Council to adopt the General Power of Competence
- 8.0 **Pontrilas Sawmills**
Wheel Wash at Pontrilas Sawmills
- 9.0 **Parish Council .gov.uk email address**
Update on application for a .gov.uk email address
- 10.0 **Planning Application**
Planning Application 231099 2, Castle Park Kilpeck HR2 9DN Proposed two-storey extension
- 11.0 **Lengthsman Contract & Roads and Footpaths**
11.1 To agree proposed schedule of works for the Lengthsman 2023-2024
11.2 Update Gateway through Kilpeck Village
11.3 Email from Balfour Beatty reference Verge Cutting
11.4 To receive **new** information on any Parish Highway & Public Footpath Issues
- 12.0 **Information Sheet** (Not covered by an agenda item and (FOR INFORMATION ONLY)) *enclosed*
- 13.0 **Agenda of Next Meeting**
- 14.0 **Date, Time and Venue of Next Meeting**.....12th June 7.00pm Kilpeck Village Hall

M Walker Malcolm Walker Clerk Kilpeck Parish Council

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Kilpeck Parish Council Serving the Local Community