

## Aubourn and Haddington Parish Council

Members of the Parish Council are summoned to the Annual Parish Council Meeting to be held at the Clock Tower in Aubourn on Tuesday 9<sup>th</sup> May 2023 at 6pm.

Kerrie Vickers, Parish Clerk 03/05/2023

### **AGENDA**

#### **WELCOME & INTRODUCTION TO MEETING**

##### **1. PRESENT**

##### **2. APOLOGIES FOR ABSENCE**

##### **3. ELECTION TO COUNCIL POSITIONS**

**3.1 Election of Chairman** - to elect a Chair for the ensuing year 2023/24

**3.2 Election of Vice-Chairman** – to elect a Vice Chair for the ensuing year 2023/24

**4. PUBLIC TIME & DISTRICT/COUNTY COUNCILLORS REPORTS** - To resolve to suspend standing orders to allow members of the public, District and County Councillors to make comment or ask questions.

**Formal session will recommence**

**5. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT**

**6. TO APPROVE THE NOTES OF THE LAST MEETING HELD ON 13TH APRIL 2023 AS MINUTES AND MATTERS ARISING.**

##### **7. REVIEW**

7.1 Asset register

7.2 To review arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses

LALC - training

Mr A Ogg – gardening services

Ms A Bowley – cleaning

Infiniti Fire – fire equipment service

Cumbria Clock Company – annual clock service

##### **8. FINANCE**

8.1 To review and approve the continued use of payments via Direct Debit as per Financial Standing Order 6.7

Eon - Clock Tower electricity

8.2 To review and approve the continued method of payment via bank transfer or cheque as per Financial Standing Order 6.3

8.3 To consider the appointment of LALC (Lincolnshire Association of Local Councils) as internal auditor for 2023/24

8.4 To receive the bank reconciliation at 30 April 2023

8.5 To agree the following payments;

1. Cleaning in Clock Tower - £15.00
2. Clerks salary and agreed £20 expenses - £314.72
3. Npower street light electricity - £508.59
4. Clock Tower lease - £1.00

8.6 Annual Governance and Accountability Return 2022-23

1. Internal audit report- to receive the internal audit report pending
2. To complete the Annual Governance Statement 2022/23 (Section 1)
3. To complete the Accounting Statements 2022/23 (Section 2)

## **9. UPDATES**

9.1 Clerks report and correspondence – Bridge Road, Clock Tower maintenance, Coronation

9.2. Planning – notice of planning decision 23/0178/HOUS - Woodlands Royal Oak Lane Aubourn Lincoln Lincolnshire LN5 9DT- Granted

9.3. Highways

9.4. Nevile/Summers Charity

9.5. Parish Councillors's Reports

9.6. Items for Herald/Staple

9.7. Items for next agenda

9.8. To agree the meeting dates for 2023/24

## **Closed Session**

Staffing Matters – to appoint a Staffing Committee