

APPLEBY MAGNA PARISH COUNCIL

Mrs Lindsay Swinfield, Clerk to the Council

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L. Swinfield

To members of the Parish Council: you are requested to attend the Annual Parish Council meeting to be held by remote access on Thursday 7 May 2020 at 7.30pm, please use the link to join the meeting ID: 85711903935, Password: 044054.

AGENDA

1. **Election of Chairman of the Parish Council & signing of acceptance of office & declarations of interest**
2. **Open Forum for Public questions and comments on items on the agenda (limited to 3 minutes per person by approval of the Chairman, 15 minutes maximum for this session)**
3. **To receive Apologies for Absence**
4. **In accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interests in items on this agenda. Clerk to report any written requests for dispensation in respect of items on this agenda.**
5. **Election of Vice-Chairman of the Parish Council**
6. **Minutes of the Parish Council Meeting held April 2 2020 & Annual Parish Meeting (cancelled) & minutes of the PC meeting held 05/03/20.**
7. **To appoint representatives to outside bodies and arrangements for reporting back**
8. **Appointment of Internal Auditor for 2021**
9. **Set a date for the 2021 Annual Parish Meeting (April 1 2021)**
10. **To accept revised Standing Orders & Financial Regulations (previously circulated)**
11. **To review the Parish Risk Assessment**
12. **To review the Parish Asset Register**
13. **To review Data protection policy, complaints procedure and general privacy notice**
14. **Police / Neighbourhood Watch Matters**
15. **Planning Consultations**
 - a. *20/00488/FUL 3 Hillside, erection of single storey rear extension & rooflights – no comment.*
 - b. *20/00543/DEM Parkfield Crescent, demolition of garages (prior notification) – no comment.*
 - c. *20/00462/TCA 7 Garton Close, works to group of Hawthorn trees (unprotected, conservation area – no comment.*
 - d. *20/00375/FUL land adjacent to 71 Top Street, conversion of ancillary building to one dwelling with two storey rear extension and increase in roof height – no comment.*
 - e. *20/00602/FUL Unit 1 Westminster Ind Est Measham – change of use to fitness centre – retrospective – no comment.*
16. **Planning Decision Notices**
 - a. 231 Tamworth Road, erection of detached garage – refused.
 - b. Parkfield Crescent – demolition of garages, prior approval received.
 - c. 3 Hillside erection of single storey rear extensions & alterations – granted.
17. **Allotment Matters**
 - a. Legal matter re resident encroachment
 - b. S106 funding for mower
18. **Footpaths, Hedgerows & Street Matters**
 - a. 3D village signs
 - b. Traffic control signs
19. **General Items for consideration**
 - a. Section 106 for play equipment
 - b. Section 106 for sports & recreation mower – discuss mowing contract
 - c. Proposal to contract out cutting of recreation field
 - d. Flood information & Severn Trent works update
 - e. Traffic control signage
 - f. Kissing gates and benches
 - g. New defibrillator on sports pavilion

- h. J11 liaison group meeting cancelled
- i. Christmas tree/lights celebration evening
- j. Covid-19 update and voluntary process
- k. Councillor casual vacancy

20. Approval of Payments and Financial Statements

- a. Approve payments & financial statements (inc April 2020)
- b. To receive and approve End of Year Bank Reconciliation
- c. To approve and accept the Internal Auditor's report
- d. Approval of Annual Governance Statement
- e. Approval of Accounting Statement
- f. Approval of complete AGAR
- g. Annual Insurance quote, to approve
- h. Notice of appointment of date for the examination of electors rights
- i. Neighbourhood Watch signs – resolve to spend approximately £100
- j. Approve payment for remote access facility
- k. Approve monthly payment for HP automatic ink replacement

21. Ideas for Written Piece - Parish News Line

22. Urgent Items

Date of Next Meeting: June 6 2019 Parish Council Meeting, 7.30pm