

WILLOUGHTON PARISH COUNCIL

The Annual Meeting of the Parish Council will be held in the Village Hall, Thursday 25th May 2023 after the Annual Parish Meeting

Members of the public and press are welcome to attend.

Hazel Fox - Parish Clerk 15th May 2023

Public Participation:

Members of the public may raise subjects, which they wish to bring to the attention of the Council. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Members of the public should note that decisions cannot be made at this meeting on items not on the agenda and that no discussion can be entered into once the meeting has commenced, unless the meeting is suspended by the Chair.

AGENDA

Apologies for absence

Election of Chair

- a. To receive nominations and elect a Chair for the Parish Council for 2023/2024.
- b. To receive the Chair's Declaration of Acceptance of Office.

Election of Vice Chair

- a. To receive nominations and elect a Vice-Chair for the Parish Council for 2023/2024.
- b. To receive the Vice-Chair's Declaration of Acceptance of Office.

Declaration of Interests / Dispensations

Declarations of Interests in respect to agenda items, to be made and recorded in the minutes even if an interest has been declared in the register. Members declaring interests should identify the agenda item and the type of interest being declared.

Minutes

To approve the minutes of the meeting held 23rd March 2023.

Risk assessment/audit papers

- a. Approve Annual Internal Audit Report 2022/2023.
- b. Approve Annual Governance Statement 2022/2023.
- c. Approve Accounts 2022/2023.
- d. Approve Accounting Statements 2022/2023.
- e. Approve AGAR 2022/2023.
- f. Approve Risk Assessment.

Policies and Procedures

To review and consider the adoption of the following policies and procedures:

- a. Standing Orders.
- b. Code of Conduct.
- c. Financial Regulations.
- d. Co-option Policy.

Council Insurance and Asset Register

To review the Council's current Asset Register and insurance requirements and agree any actions required.

Report from District Councillor

- a. To agree the meeting be temporarily suspended to receive the District Councillor's report.
- b. To consider any actions arising from the report.

Matters for discussion

- a. Defibrillator training.
- b. Neighbourhood plan.
- c. Councillor E-mail addresses.
- d. Lincolnshire County Councillor Clío Lyndon Perraton-Williams.

Playing Field

- a. Basketball post.
- b. Questionnaire.

Highways

- a. 30 mph signs.
- b. Water Hollowgate Hill/Long Lane.
- c. Water corner of Gainsborough Road outside Caudle House.
- d. Drain running alongside Templefield Road.
- e. Drains on Church Street.

Accounts

- a. To approve payments.

Correspondence received

- a. Circulated in advance.

Agenda for future meetings

- a. To take note of any items Councillors wish to agenda for the next or future meetings.

To confirm the date and time of next Meeting (subject to any change in circumstances) as:

Thursday 27th July 2023 @ 6.30pm.