

## HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

### HANSLOPE PARISH COUNCIL, HANSLOPE RECREATION GROUND, CASTLETHORPE ROAD, HANSLOPE, MK19 7LG.

You are hereby summoned to attend the Annual Meeting of Hanslope Parish Council on  
Monday 15<sup>th</sup> May 2023 at **7.00pm** at the Community Hall, MK19 7LG.

## AGENDA

### 22.054 Election of Chairman and Vice Chairman for the year to May 2024

**MOTION:** To agree the chairman for 2023-24

**MOTION:** To agree the vice chair for 2023-24

**Welcome new council: Councillor Acceptance and Declaration of Interest forms to be signed in presence of clerk.**

### 22.055 Apologies

### 22.056 Minutes from previous meetings held 17<sup>th</sup> and 24<sup>th</sup> April 2022

**MOTION:** to approve the minutes of the last 2 meetings

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

### 22.058 Public Participation:

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

### 22.059 Governance, Working Groups and Processes

- i. **Governance Documents:** Review and re-adoption of Standing Orders, Financial Regulations and Councillor Code of Conduct
- 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.**

### 22.060 Council

- i. Clerk's Report
- ii. Storage of council archives  
**MOTION:** To agree cost and supplier of new storage arrangements
- iii. Highways and crime updates. Evidence re. Pedestrian crossing for Castlethorpe Road
- iv. Community Speed Watch – update
- v. By-laws - update
- vi. Insurance Renewal - quotes

**MOTION:** To agree the insurance provider for the year to June 2024

- vii. Reports from Cllrs.

### 23.061 Planning

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

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- i. New planning applications – May 2023. Recommendations from planning working party. Discussion/agreement on PC responses, plus any updates.  
**MOTION:** To agree the parish council's responses to applications
- ii. Revision of Neighborhood Plan: Update from working group and approval of any costs

### 23.062 Finance

- i. Reconciliations and financial situation report to April 30th 2023.
- ii. Internal Audit report and reappointment of internal auditor  
**MOTION:** To approve the reappointment of Tina Charteress as Internal Auditor for 2023-24
- 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 2023.  
**MOTION:** to approve invoices as presented

### 23.063 Recreation Ground

- i. Need for local contact and oversight
- ii. Development of Community Hall. Consideration of options and potential funding applications
- iii. Car Park surfacing – consideration of original chosen contractor, or restart process  
**MOTION:** To agree to action this project
- iv. Weekly equipment checks
- v. Request for new football goals

### 23.064 Village Projects

- i. Painting of the brick bus shelters  
**MOTION:** To consider quotes and agree a supplier
- ii. Update on Bloor's handover of car park and land.
- iii. Christmas Lights – proposal from MKCC to split cost of reconnection 50/50  
**MOTION:** To agree MKCC's proposal @ £2000 cost to the parish council
- iv. Request for grit boxes – update on current locations
- v. Remembrance Day

### 23.065 S106 Projects:

- i. Any updates: Dr's Surgery, Public Art, other.
- ii. Working Party to develop longer-term plan

### 23.066 Allotments

Any updates and gate repair work needed

**MOTION:** To agree the cost of repairing the gates

### 23.067 Date of Next Meeting

*Gillian Merry*, Clerk/RFO, 9/05/23

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