

HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

You are hereby summoned to attend the Annual Meeting of Hanslope Parish Council on
Monday 12th May 2025 at **7pm** at Hanslope **Pavilion**, MK19 7LG.

(Cllrs please attend from 6.30pm)

AGENDA

25.48 Election of Chairman and Vice Chairman for the year to May 2026

MOTION: To agree the chairman for 2025-26

MOTION: To agree the vice chair for 2025-26

25.49 Co-option of new councillors and discuss induction training

MOTION: To co-opt Helen Needham and Tom Tivey onto the parish council

25.50 Apologies

25.51 Minutes from previous meeting held 14/4/25

MOTION: to approve the minutes of the last meeting

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

25.53 Public Participation: Suspended for one month. Contact the clerk with any queries.

25.54 Governance, Working Groups and Processes

- i. **Governance Documents:** Review and re-adoption of Standing Orders, Financial Regulations (including amendments vis a vis Procurement Act 2025) 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, AMENDED Equalities & Diversity Policy and Health & Safety Policy. Introduction of NEW CCTV 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 and any additional/new policies or amendments.

25.55 Council

- i. Clerk's report
- ii. Continuation of Hanslope Herald
- iii. Highways/speeding updates
- iv. ASB update
- v. Any additional reports from Cllrs, Ward Cllrs, Parishes forum etc.

25.56 Planning

- i. New planning applications – May 2025. Recommendations from planning working party. Discussion/agreement on PC responses, plus any updates.

MOTION: To agree the parish council's responses to applications

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25.57 Finance

- i. Reconciliations & financial situation report to April 30th 2025 and year end.
- ii. Internal Audit report and reappointment of internal auditor
MOTION: To approve the reappointment of Tina Charteress as Internal Auditor for 2025-26
- 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 – May 2024.
MOTION: To approve invoices as presented

25.58 Recreation Ground

- i. Any Hall/Rec. ground updates, including venue applications
- ii. Risk level and quotes for Fire Risk Assessment recommendations
MOTION: To consider risk level and quotes for final FRA actions
- iii. Update re. HFC request for net behind goal and consider quotes
MOTION: To consider any quotes and agree a response
- iv. Arboricultural Assessor – update

25.59 Village Projects

- i. Updates on Hanslope Fields transfer of car park and Public Open Spaces
- ii. Update on transfer of Wheatfields Public Open Spaces and SUDs issue.
- iii. Buck's Best Kept Village update and management of litter pick – 1/6/25
- iv. Bench relocations: Lincoln Court and cor. Western Drive/Castlethorpe Road
MOTION: To agree scope of work and any quotes
- v. Update on Public Rights of Way and conversion of stiles to kissing gates

25.60 S106 Projects:

- i. Overall S106 picture and new community centre – update from working group.
- ii. Projects in progress: Cricket nets, allotments, seeding, community orchard, 1st responder equipment - updates

25.61 Allotment

- i. Update and co-option of councillor to allotment committee
- ii. Consideration of quote for installation of new water mains & taps @ £5,093.07 + VAT

25.62 Date of Next Meeting

Gillian Merry,
Clerk/RFO,
06/05/25

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