

STEEPLE BARTON PARISH COUNCIL

Dear Councillor,

10th May 2021

NOTICE OF ANNUAL PARISH MEETING AND ANNUAL MEETING OF THE PARISH COUNCIL

Councillors: You are hereby summoned to attend the Parish Council Meeting to be held in the Alice Marshall Hall, Middle Barton on **Monday 17th May 2021 at 7.30pm.**

We are following the Covid guidelines with regard to the number of people permitted to meet, and would ask members of the public to email any points/questions they would like to be included in the meeting to the Clerk via clerk@steeplebartonpc.org.uk.

Annette Fowler

Clerk to the Parish Council

Email: clerk@steeplebartonpc.org.uk Tel: 01869 349852

AGENDA

ANNUAL PARISH MEETING

1. **Chairman's annual report**
2. **Financial statement**
3. **AOB**

ANNUAL MEETING OF THE PARISH COUNCIL

1. **Election of Chairman and Vice Chairman**
2. **Review and vote on allowing members of the public to speak outside of the Public Session**
3. **Review committees and responsibilities**

Public Question Time

An opportunity of up to 15 minutes for members of the public to make comments and ask questions to the Parish Council.

1. **To receive apologies for absence**
2. **Declarations of Interest**

To receive declarations of interest in accordance with the council's Code of Conduct (and section 106 of the Local Government Finance Act 1992).

3. **Minutes of the last meeting**

- To approve the minutes of the Parish meeting held on **26th April 2021**
- To receive updates on the action points from previous minutes
- Neighbourhood watch
- Speeding/traffic calming
- The Dock

- Update on flooding Church/Moles Lane
- 4. **Reports from District and County Councillors (Appendix A)**
- 5. **Annual Audit**
 - a. Internal Audit – to receive the report from the Internal Auditor
 - b. External Audit – to complete the External Audit Annual Governance Statement for 2019/20
 - c. External Audit – to complete the External Audit Accounting Statements for 2019/20
- 6. **Annual Insurance Renewal 2021/22**
- 7. **Annual donation to the S&SC public toilets**
- 8. **Correspondence not covered elsewhere in the Agenda**

Thank you letter received from St. Mary’s Church, Steeple Barton
- 9. **Village Matters**
- 10. **Reports**
 - (a) School Governors report – Alison Umney, School Liaison Governor
 - (b) Highways, pavements and verge
 - (c) Sports and Social Club/Playing Fields
- 11. **Planning applications – Cllr. Rosemont**
 - 21/01047/HHD** - 19 Worton Road - Proposed ground floor rear extension, facade alterations, floor plan redesign and all associated works
 - 21/01021/HHD** – 8 Jacobs Yard - Proposed new single storey extension and balconies with alterations to existing balconies and glazing
- 12. **Finances**
 - (a) Accounts for Payment
 - i. To consider and approve accounts for payment (*Appendix B to agenda*)
 - ii. *Accounts not on Appendix B submitted by 8pm on 17th May 2021*
- 13. **To receive items for next agenda**
- 14. **For Information Only**
- 15. **Date and location of next meeting**

To confirm the date of the next meeting, this is scheduled for **Monday 21st June 2021** at the Alice Marshall Hall, Middle Barton at 8pm.

<i>Paper number(s).</i>	<i>Paper title</i>
<i>A</i>	<i>Reports from County Cllr Hudspeth & Cllr Jackson</i>
<i>B</i>	<i>Accounts for Payment</i>