Corse Parish Council

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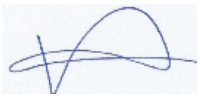
30th April 2022

Members of the public are invited to attend the Annual Meeting of Corse Parish Council that has been arranged for Thursday 12th May 2022 at 7.30pm at Corse and Staunton Village Hall for the transaction of business in the following Agenda. Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights. Items shown in green are for decision all other items are for information only.

All meetings of the Council are open to the public, members of the public will be asked to leave for agenda items taken confidentially in Committee under standing orders.



V Roberts, Clerk

AGENDA

1. **Election of Chair**
   To elect a chair for 2022-2023 and receive the Chairman's declaration of acceptance of office.

2. **Election of Vice-Chair**
   To elect a vice-chair for 2022-2023 and receive the Vice-Chairman's declaration of acceptance of office.

3. **Apologies for Absence**
   To receive and accept any apologies given.

4. **Declarations of Interest**
   To receive any declarations of interest in any matter to be discussed at the meeting, Members are requested to identify the nature of the interest and indicate whether it is **personal** or **prejudicial.**

5. **Co-Option of Councillor**
   To consider the application that has been received to fill the Councillor Vacancy and to introduce the applicant. Co-option is then to be considered. If co-option proceeds the relevant forms will be signed.

6. **Code of Conduct**
   To review and accept the Code of Conduct.

7. **Standing Orders & Financial Regulations**
   To review and accept the current Standing Orders and Financial Regulations

8. **Committees, sub-committees**
   To confirm existing committees, sub-committees and working groups. To appoint any new committees, sub-committees or working groups that may be needed. To confirm the terms of reference, the number of members (including, if appropriate, substitute councillors) and accept and agree nominations for new and existing.

9. **External bodies**
   To review representation on external bodies and arrangements for reporting back to the Parish Council.

10. **Asset inventory**
    To review and accept the inventory of land and assets including buildings and office equipment.

11. **Risk Assessment**
    To review and accept the current Risk Management Controls.

12. Insurance cover

To note that insurance cover is in place, is sufficient for the needs of the Council and the next renewal date.

13. Memberships

To review the Council's and/or employees' memberships of other bodies

14. Minutes of previous meeting(s)

To agree and accept the minutes of the Ordinary Meeting held on Tuesday 1st March 2022 and the Annual Parish Meeting held on the 12th April 2022.

15. Public consultation

15.1 To provide members of the public with the opportunity to make statements and ask questions.

16. Reports

16.1 To receive a report from District Councillor Philip Burford
16.2 To receive a report from District Councillor Brian Lewis
16.3 To receive a report from County Councillor Philip Robinson

17. Financial Matters

17.1 Accounts for payments – May 2022

To approve the payments presented at the meeting.

17.2 Financial statements - May 2022

To approve the financial statements as presented at the meeting, circulated and attached to the minutes.

17.3 End of Year Figures – 2021/2022

To approve Receipts & Payments to 31st March 2022
To approve Bank Reconciliation as of 31st March 2022
To approve the whole year end accounts as of 31st March 2022
To approve summary of reserves as of 31st March 2022

17.4 Review of Investments and Bank Accounts

To review the investments and bank accounts

17.5 Internal Audit 2021/2022

To note that the Internal Audit has taken place and to receive and discuss the internal auditor report and to agree to undertake the recommendations made.

17.6 The Pound

To receive any update on the Pound door quotes.

17.7 Noticeboard

To discuss the Build Back Better Scheme Application that has been made.

17.8 Milestone

To discuss the Milestone works that have been completed and the future protection of the Milestones.

18. Annual Governance and Accountability Return 2021-2022

18.1 Annual Return – Governance Statements 2021-2022

To approve and sign Section 1 - Annual Governance Statement 2021-2022

18.2 Annual Return – Accounting Statements 2021-2022

To approve and sign Section 2 - Accounting Statements 2021-2022

18.3 Annual Return – Certificate of Exemption 2021-2022

To agree that the Parish Council meet the exemption conditions and agree to certify as exempt and complete and submit the Certificate of Exemption.

18.4 Dates for the Exercise of Public Rights

To confirm dates for the exercise of public rights as Monday 13th June 2022 to Friday 22nd July 2022

19. Planning

To make recommendations to the Planning Authority upon the suitability of the following planning applications/appeals

Planning Ref	Property	Description of Proposed Application
P0454/22/LD1	Well Cottage, 28 Hasfield Road	Application under section 191 to establish whether the use of land and building as part of the residential curtilage is lawful.
P0533/22/LBC	Corse grange Cottage, Gloucester Road	Listed building consent for the erection of a single storey extension to bungalow with associated works
P0532/22/FUL	Corse Grange Cottage, Gloucester Road	Erection of single storey extension and detached annexe ancillary to the main dwelling with associated works.

20. Highways

To discuss the most recent updated Highways report

To discuss the recently circulated Highways list and agree any comments to be made on outstanding and any new matters.

21. Police Matters

To receive and discuss and outstanding or new police matters.

22. Other Items for Information Only/Future Agenda Items

Items brought to the Councils attention for information – no decisions will be made at this meeting, if a decision is needed the item will be placed on the agenda for the next meeting.

23. Date of Next Meeting

Tuesday 5th July 2022