

## CLARBOROUGH AND WELHAM PARISH COUNCIL

I hereby give you notice of the Annual meeting of the Clarborough & Welham Parish Council to be held at 7.00pm on Monday 15th May 2023 in the Clarborough Village Hall, Main Street, Clarborough

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Please note that meeting may be recorded.

Dated this 9<sup>th</sup> May 2023  
*Mrs W Davies*  
Parish Clerk

### BUSINESS TO BE TRANSACTED

- 1 Election of Chair
- 2 Election of Vice-Chair
- 3 To receive Declaration of Office forms
- 4 To receive and approve apologies for absence
- 5 To receive any Declaration of Interest in any items on the agenda
- 6 To suspend the meeting for open session for members of the public to speak and to receive reports from the District & County Councillors and CDCA
- 7 To confirm that the criteria has been met for the Parish Council to continue using the General Power of Competence
- 8 To approve the minutes of the meeting held 3rd April 2023
- 9 To approve the £500.00 contribution for the WI Coronation event
- 10 To approve purchase of defibrillator pads
- 11 Finances - to approve payments as listed and receive end of the year financial updates as of 31<sup>st</sup> March 2023 & April 2023
- 12 To review the asset register
- 13 To receive and note the Annual Internal Audit Report for the year 2022-23
- 14 To approve the Annual Governance statement for the year 2022-23
- 15 To approve the Accounting Statements for the year 2022-23
- 16 To approve the Certificate of Exemption for the year 2022-23
- 17 The Responsible Finance Officer to set the commencement date for the exercise of public rights
- 18 To appoint councillor's responsibilities
- 19 To review the Standing Orders and Financial Regulations
- 20 To review the policies as listed:
  - Code of Conduct
  - Safeguarding Policy
  - Complaints Policy
  - Equality Policy
  - Health & Safety Policy
- 21 To receive updates on any actions from the previous meeting
- 22 To receive reports from any other meetings attended
- 23 To receive play area inspection reports
- 24 To receive any update on the Parish Pasture and consider any expenses
- 25 To receive any update on the Mayflower Community Orchard and consider any expenses
- 26 To report any Highways, Rights of Way or Service Faults
- 27 To receive any correspondence or information for future agenda items

### **Planning Applications**

**Application: 23/00514/FUL**

Proposal: Erect agricultural store to service 6.4 acres of grassland and hedgerows

Location: Welham House, Main Street, Welham

### **Cheque list to date:**

- 1) Wages £224.57 (SO)
- 2) Holmes Groundcare Maintenance – Village hall & field cut £100.00 (2327)
- 3) A Avery – reimbursement of Community Orchard expenses £191.07
- 4) Clarborough-Welham & Hayton Senior Fund – £500.00 Contribution to the Coronation afternoon tea by the W I if approved on agenda item 8
- 5) Mrs Savill – Internal Audit report £50.00
- 6) Darbys Ltd – Payroll processing for 2022-23 £108.00