



Bainton & Ashton Parish Council

Bainton Reading Room, Barnack Road, Bainton PE9 3AE

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Jenny Rice, Clerk and Responsible Financial Officer

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Dear Councillors,

You are required to attend **the Annual Meeting of Bainton and Ashton Parish Council** on **Tuesday 7th May 2024 at 7.30pm** at the Reading Room, Bainton, when the following listed business will be transacted;

Yours sincerely,

Jenny Rice, Clerk and Responsible Finance Officer

Date 30/4/24

This meeting follows the Annual Parish Meeting at 6 with refreshments and meeting start at 6.30pm.

A G E N D A

24/10	TO ELECT A CHAIRMAN by taking nominations and voting. Current Chairman to take nominations. Elected Chairman to sign declaration of acceptance of office and chair the meeting.
24/11	TO ELECT A VICE CHAIRMAN if required.
24/12	APOLOGIES FOR ABSENCE
	To receive and note apologies received by the Clerk.
24/13	DECLARATIONS OF INTEREST
	To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
23/14	PUBLIC PARTICIPATION
	Arrangements will be made for the public to join the meeting. A maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda.
24/15	MINUTES OF THE LAST MEETING (previously circulated)
	To agree the minutes of the last meetings on 16 th April 2024 and 18 th March 2024 are a true record. Minutes to be signed by the Chairman.
24/16	GOVERNANCE AND FINANCE
16.1	To receive, review and adopt Financial Regulations, Standing Orders and risk assessment/asset register, circulated.
16.2	To appoint monthly or quarterly financial internal control Councillor, not a bank signatory if possible.
16.3	To review list of responsibilities/Terms of Reference of working groups of the Council and agree any changes to division of areas of responsibility and appoint members, including Allotment Association Liaison Councillor.
16.4	To receive Internal Auditor report and note contents and any actions, herewith.
16.5	To receive and approve AGAR Annual Governance Statement , section 1, in line with Practitioner's Guide, previously circulated and herewith.
16.6	To receive, note and approve AGAR Accounting Statements , section 2, herewith.
16.7	To receive AGAR Certificate of Exemption , herewith, and resolve to approve.
16.8	To arrange signing of the Section 1 and Section 2 and Certificate of Exemption after dates set for public inspection of accounts.
16.9	To receive and discuss finance report until end of April 2024, herewith, and resolve any issues, including transfer to instant access account.
16.10	To agree any new dates and costs for training required for Councillors.
16.11	To review options for insurance policy renewal and agree payment of insurance premium, circulated.

	16.12	To note election appointments already made and two vacancies remaining. To receive co-option application form(s) and appoint according to co-option policy.	
	16.13	To discuss situation for the future of the Parish Council in view of remaining vacancies and options available and decide action.	
	16.14	To review criteria for General Power of Competence and resolve meeting it and having the power.	
24/17	REPORT FROM WARD COUNCILLOR, if present.		
24/18	PARISH PROJECTS		
	18.1	To receive update from Nature Recovery Group and agree action and expenditure from budget, including cutting of Bainton Green Road and CWS by PCC.	
	18.2	To receive any new update report from Village Traffic Calming Group, including site meeting re 20mph, and agree any action/expenditure.	
	18.3	To receive update on Sheepwash renovation project, new signage and new bench.	
	18.4	To discuss flooding updates on action and agree any new actions, including invite to meeting from Anglian Water with IDB and other councils.	
	18.5	To receive feedback from PCC re Highfield Road improvements site meeting and agree actions.	
24/19	REPORTS FROM REPRESENTATIVES/VILLAGE AND ASSET MAINTENANCE		
	19.1	To note play area in need of clean, bird spikes and possible refurb and agree action. Quote for spikes £132.57.	
	19.2	To note grass cutting arrangements made and resolve any actions and future handover.	
	19.3	To receive information regarding any new maintenance issues and agree action/expenditure.	
24/20	PLANNING To receive details of applications and note or resolve council response.		
	20.1	To note latest on planning enforcement case started for reporting of cars parked/stored on land off B1443. Planning Enforcement have visited recently and is following up queries and information provided.	
	20.2	24/00400/HHFUL proposed erection of S/S pool building – material changes to consent 23/00031/HHFUL at Poplar Farm, Bainton Green Road, Ashton. Response sent. Awaiting decision.	
	20.3	24/00419/HHFUL proposed 2 storey side extension at Paddock Cottage, Helpston Road, Bainton. Decide response, deadline 25/4/24. Response sent. Awaiting decision.	
	20.4	24/00438/CTR Lime red x2 reduce by approx. 5m into pollard. Awaiting decision.	
	20.5	24/00258/CTR Cherry tree fell at Maple House. Permitted 8/4/24.	
	20.6	To receive and note any new applications arriving after agenda issued to see if can be agreed now.	
24/21	PARISH/COMMUNITY/PCC LIAISON		
	21.1	To note feedback from Parish Liaison meeting and note any actions.	
	21.2	To receive other feedback from recently attended meetings.	
	21.3	To note request to support charity event at Sacrewell Farm and resolve response.	
24/22	COMMUNICATION AND CORRSPONDENCE		
	22.1	To note letter received from resident regarding alternative speed limit measure changes, speed camera, crossing ahead sign and footpath ideas, and decide action.	
24/23	PAYMENTS – to authorise payments to be made or made as follows;		
	24.1	Clerk mileage April	£30.15
	24.2	Clerk ink plan share May	£4.95
	24.3	HMRC PAYE payable by employer/ee	£tbc
	24.4	Claire Tilley Renaissance Internal auditor fee	£125
	24.5	Clerk salary £342.22 plus home office £26 less tax £tbc payable 31/5/24 and 30/6/24	£tbc
	24.6	Transfer from current to IA interest account	tba
	24.7	Re-imburse Clerk for refreshments for meeting	tbc
	Income	½ precept payment from Peterborough City Council	tbc
24/24	DATE OF NEXT MEETING To agree that the date of the next Parish Council meeting is 2nd July 2024 tbc in the Reading Room, Bainton.		