

AILSWORTH PARISH COUNCIL

Hibbins Cottage, The Green, Ketton, Stamford. PE9 3RA

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Dear Councillors,

You are required to attend the **Annual Meeting of the Parish Council on MONDAY 15th MAY 2023 at 7.30pm** in the **CEDAR CENTRE, CASTOR** when the following listed business will be transacted.

Yours sincerely,

Jenny Rice, Jenny Rice, Clerk and Responsible Finance Officer

Date 9/5/23

AGENDA

23/17	TO ELECT A CHAIRMAN Current Chairman to take nominations for the Chairman position and then propose, second and vote to elect. Elected Chairman to sign the declaration of acceptance and chair the meeting.
23/18	TO ELECT A VICE CHAIRMAN Chairman to take nominations for Vice Chairman position and then propose, second and vote to elect.
23/19	APOLOGIES FOR ABSENCE. To receive and record apologies sent to the Clerk.
23/20	DECLARATIONS OF INTEREST To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. Reminder to members to update their register if necessary. (Members should disclose any personal, prejudicial or pecuniary 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).
23/21	PUBLIC PARTICIPATION Arrangements will be made for the public to join the meeting and a maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda.
23/22	MINUTES OF THE LAST MEETING (previously circulated) and matters arising To confirm as correct the record of the minutes of the meeting held on Monday 17 th April 2023, Chairman to sign, previously circulated.
23/23	GOVERNANCE, FINANCE AND TRAINING
23.1	To appoint an internal, quarterly, financial checker who is not a bank signatory.
23.2	To review and appoint committees and working group members and their terms of reference. Nature Recovery Group, Parish Land Management Group, Sale of the Chapel and ACVs and Staffing Committee, herewith.
23.3	To receive and note the annual internal auditor's report and agree any actions necessary, previously circulated.
23.4	To receive and note the AGAR Annual Governance Statement and approve, previously circulated and attached.
23.5	To receive and note the AGAR accounting statement and approve, previously circulated and attached.
23.6	To receive and note the Certificate of Exemption and approve.
23.7	To arrange for the signing of the Governance Statement, Accounting Statements and Certificate of Exemption and to note the exemption certificate will be sent to the external auditor.
23.8	To note the commencement date for the exercise of public rights as 5/6/23.
23.9	To note training opportunities circulated and agree any attendance required.
23.10	To review and adopt Standing Orders, Financial Regulations and Asset Register, agreeing annual checks, as previously circulated. To note national review of Financial Regs is due.
23.11	To receive and note financial report to end of April and resolve and queries, herewith.
23.12	To note auditor recommends separate receipts for claims (not mixed) and to avoid many Cllr purchases.
23/24	ALLOTMENTS, PARISH LAND MANAGEMENT GROUP PLMG (Cllr Ellershaw, Cllr Samways, Cllr Moon, Cllr Pickett and Cllr Stalley)
24.1	To receive update from PLMG, incl meeting with tenant, and from any advisory groups.
24.2	To receive and note update from Nature Recovery Group and agree any expenditure from budget, including Coronation plaque and bulb initiative.
24.3	To note Donkey Paddock tenancy due to be advertised in June 2023 and resolve action in line with PLMG objectives/report from PLMG.

	24.4	To receive and note response from CPC re New Close field and agree any action.	
23/25	METHODIST CHAPEL SALE		
	25.1	To receive and note any feedback from the group and/or Peterborough City Council and agree action.	
23/26	PLAY AREA IMPROVEMENTS PROJECT		
	26.1	To receive and note update on project; grant for deposit paid in the end and equipment ordered. Meeting with contractor due. To resolve any issues.	
23/27	VILLAGE GROUPS		
	27.1	To receive and note update and feedback on events from Celebrations Group link councillor.	
	27.2	To receive and note update on “volunteering/photo competition” and prizes etc. Resolve any issues.	
23/28	PARISH LIAISON/COMMUNITY ENGAGEMENT/JOINT MEETINGS		
	28.1	To receive update on village fete and make arrangements for APC stall.	
	28.2	To note and agree to change VETS and discuss defib. refresher training session.	
23/29	PARISH MAINTENANCE ISSUES		
	29.1	To receive and note update on Helpston Road parking request, and land ownership issue.	
	29.2	To receive and note old Helpston Road sign and agree action based on new information.	
	29.3	To receive and note any other maintenance issues and resolve action.	
23/30	PLANNING; TO NOTE LATEST APPLICATIONS AND RESOLVE RESPONSES TO NEW ONES		
	30.1	To receive applications between issuing agenda and date of meeting and decide if can agree response.	
	30.2	23/00111/R4FUL Development of sports pavilion, MUGA, storage facilities and associated infra-structure. Response from Ailsworth sent. Recommended by Castor to go to planning committee for decision.	
23/31	CLERK REPORT/CORRESPONDENCE: To receive and note any correspondence and decide whether to bring to future meeting. 1. Notification of cemetery developer consultation at Sutton FYI 2. Notification of more parachute planes flying too close to residents, action to escalate, joint approach.		
23/32	ORDERS FOR PAYMENT; To note and agree payments/ transfer to be made and already made as follows; TO BE PAID AND FUTURE		
	32.1	Clerk; pay 26 hours pm incl A/L £362.70 plus £26 home office less tax/NI	£316.10
	32.2	Clerk; Reimburse ink shared pm J Rice paid May	£5.85
	32.3	Clerk; mileage Apr/May	£10.35
	32.4	HMRC employer/ee payment for May to be deducted from salary	£72.60
	32.5	Cedar Centre for meetings room hire	£tbc
	32.6	CGM grass cutting invoice 254026	£400.37
	32.7	Playscape play equipment deposit paid 4/5/23, went through 9/5/23.	£27021.60
	32.8	Wicksteed play equipment order	£1075 plus vat
	32.9	M Stalley for plaque King’s Orchard	£189.42
23/33	IN-COME	Precept ½ from PCC paid 3/5/23, not in bank then. Grant from Augean, first instalment, paid 3/5/23, query over balance. Community Infrastructure Levy payment from Neighbourhood Plan/development received 5 th May. HMRC reclaim, received 25/4/23. Rent from Station Road tenant for 6 month period to September 2023, received 4/4/23.	£7190.50 £22518 £19578.58 £977.72 £567
23/34	DATE OF NEXT MEETING To note that the next meeting is on Monday 19th June 2023 held at 7.30pm, in the Cedar Centre, Castor.		