All Councillors are summoned to the Annual Parish Council Meeting on **Monday, 16th May at** **7.30pm** **at North Luffenham Community Centre**

North Luffenham Parish Council

Agenda

**61/22** Election of Chair

**62/22** Election of Vice-Chair

**63/22** Apologies: Cllr Canham

**64/22** Declarations of Interest

**65/22** To review and confirm Committees & Working Groups for 2021/22

* + Planning Committee – currently Cllr Burrows, Marsh and Canham
  + Finance Working Group – currently Cllrs Smith, Cade, and Barsby
  + Play Area Working Group – currently Cllrs Smith, Cade, and Barsby
  + Neighbourhood Plan Steering Group – currently Cllrs Smith, Burrows, Cade and Barsby
  + IT Working Group – currently Cllrs Burrows, Smith and Marsh
  + Staffing Committee – currently Cllrs Smith, Barsby and Canham
  + St Georges Barracks Working Group - currently Cllrs, Burrows and Smith
  + Bonfire Night Working Group – Cllr Cade and Burrows

**66/22** To review and adopt Governance Documents for 2022-23:

* Standing Orders
* Finance Regulations
* Code of Conduct and Conflicts of Interest Policy
* Complaints Procedure and accompanying Grievance and Disciplinary Policy
* Procedure for handling requests associated with Freedom of Information Act 2000 and Data Protection Act 1998
* Press / Media Policy

**67/22** Public Forum

**68/22** Ward report

**69/22** To approve and sign Minutes as follows:

* Parish Council meeting of 21st March 2022
* PC Extraordinary meeting of 4th May 2022

**70/22** Chairman’s Report

* Suggestions re CIL expenditure
* Appointment of Clerk

**71/22** Annual Governance and Accounting Report

1. To consider, approve and sign Section 1 - Annual Governance Statement 2021/22 – Clerk
2. To consider, approve and sign Section 2 - Accounting statements 2021/22, previously certified by the RFO – Cllr Smith
3. To note the internal audit date of 1st June 2022

**72/22** Correspondence – Clerk

* Appointment of a flood warden
* Parking policy
* Weekly RCC round robin

**73/22** Finance Report – Clerk

1. To receive a report from Cllr Burrows – Bank Reconciliation
2. To note receipt of Precept FY 22/23 as follows £16,500
3. To note receipt of a CIL payment of £8,430.05
4. To receive and confirm the following contractual payments:

* £639.81 Zurich Insurance: Annual insurance premium
* £3000.00 Transfer to Field Garden Account as per budget

**74/22** Planning - Cllr Burrows

**Reference: 2022/0357/LBA**

PROPOSAL: Internal & external alterations to outbuilding. Boyton House 10 Church Street North Luffenham Rutland LE15 8JR

**Reference: 2022/0412/FUL**

PROPOSAL: Resubmission - Construction of a replacement dwelling and demolition of existing bungalow. The Bungalow Ketton Road North Luffenham Rutland PE9 3UT

**75/22** To receive and consider the report from the Community Centre Management Group

**76/22** To receive and consider the report from the Neighbourhood Plan Steering Group.

**77/22** To further discuss the review of street lighting in the village

**78/22** To consider the request from the Chair to close the meeting to discuss item 79/22

**79/22** To consider the Staffing committees recommendation with regard to the appointment of a new clerk

**80/22** Date of next meeting: Parish Council meeting, **Monday, 20th June 2022 at 7.30pm, North Luffenham Community Centre**

John Willoughby

Parish Clerk

9th May 2022