

## PINVIN PARISH COUNCIL

You are duly required to attend the Annual Meeting of the Parish Council to be held on Tuesday 4th May 2021

Immediately following the Annual Parish Meeting which commences at 7.30pm via zoom.

**Register in advance for this meeting:**

<https://us02web.zoom.us/meeting/register/tZEuc--ppzMjHdEdhDQ2-Ui8ERn4Am-002Ai>

**After registering, you will receive a confirmation email containing information about joining the meeting.**

### AGENDA

1. Election of Chairman and signing of declaration of acceptance of office
2. Election of Vice-Chairman
3. To consider apologies for absence
4. Declarations of Interest:
  - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature.

Parishioners' comments:

#### **The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

5. To consider any requests for the Council to grant a dispensation
6. To note Financial Regulations, Scheme of Delegation, Standing Orders, Code of Conduct, Risk Assessment, Asset Register and Insurance requirements and to consider a schedule for their review.
7. To appoint members to the following committees:
  - a) Staffing committee
  - b) Allotment committee
  - c) Finance committee
  - d) Complaints committee
8. To appoint individual councillors to the following roles:
  - a) Lengthsman liaison
9. To approve the minutes of the previous Parish Council meeting held on Tuesday 6<sup>th</sup> April 2021
10. Matters arising from the Parish Council meeting of 6<sup>th</sup> April 2021

11. Finance
  - a) Current Balances
  - b) Proposal to consider and approve Parish insurance provision for the period June 1<sup>st</sup> 2021-30<sup>th</sup> May 2022.
  - c) To consider the Bank Reconciliation for the period 6<sup>th</sup> April to 25<sup>th</sup> April 2021 (previously sent to Cllr. Coates with the cash book to reconcile.)
  - d) To approve the Budget Report to 25<sup>th</sup> April 2021.
  - e) To approve the list of payments and receipts for the period of 6<sup>th</sup> April to 4<sup>th</sup> May 2021
  - f) To consider the Annual Accounts & Annual Governance and Accountability Return Part 3: from April 1<sup>st</sup> 2020 to 31<sup>st</sup> March 2021
    - (i) To Approve the Annual Audited Accounts from April 1<sup>st</sup>, 2019 to 31<sup>st</sup> March 2021 as Audited by Internal Auditor Mrs Diane Malley
      - (ii) Proposal to consider Section 1: Annual governance statement (attached)
      - (iii) Proposal to consider Section 2: Accounting statements (attached)  
*Accounts & Audit regulations 2015*
      - (iv) Consider Internal Auditor's Report & Recommendations (attached)
      - (v) To consider the period of dates for the Exercise of Public Rights 2020/21. The Parish Council agreed that the period of dates for the Exercise of Public Rights be set as Monday 14<sup>th</sup> June to Friday 23<sup>rd</sup> July 2021.
  - g) To note that the Clerk made a virement of £3000 from the Business Account to the Current Account on 10<sup>th</sup> April 2021.
  - h) Playground swing seat delivery and fitting
  - i) To consider quotes for tree work on trees on Pinvin Playing fields overhanging a private property.
  - j) To Stand Down Financial Regulations under Financial Regulations Section 11.1 (a)
    - (ii) to receive a single tender for the provision of "Specialist Services- (Planning Consultants and Legal Services)" to engage the services of Addison Rees Planning Consultancy Ltd to undertake a review of planning application 20/02906/FUL for Provision of Mushroom Growing facility on ;and North Of Allen's Hill Pinvin,
12. Projects
  - Community Orchard:- Cllr. O'Dell to update.
  - Pinvin Memorial Hall/Pinvin Playing Fields Legacy Funding update
  - Old wooden play equipment on playing fields
13. Planning
14. Correspondence
15. Vehicle speed issues and increasing number of HGVs.
16. Streetlighting
17. Pinvin Playing Fields
18. Lengthsman Update
19. Allotments
20. Say "**NO**" to Mushroom Farm (to record details of Public Meetings only)
21. Post Pandemic Measures for Parish Council Meetings.
22. District and County Councillor report
23. Date of next meeting – Tuesday 1st June 2021

*Carole Hirst,*  
Clerk to the Parish Council

<b>Item 10, Matters Arising</b>	<ul style="list-style-type: none"><li>•</li></ul>
<b>Item 12, Projects</b>	
<b>Item 13, Planning</b>	<ul style="list-style-type: none"><li>• <b>21/00638/ADV- Euro Garages Ltd Pinvin Service Station, Abbey View Road, Pinvin-</b> Internally illuminated Built up letters, Internally illuminated panel sign, New Cladding Panels, Internally illuminated panel sign, Internally illuminated panel sign, Internally illuminated panel sign- CONSULTATION to 29<sup>th</sup> April 2021.</li><li>•</li></ul>
<b>Item 14, Correspondence</b>	
<b>Item 15, Speed Issues</b>	Report by Cllr. O'Dell
<b>Item 16, Streetlighting</b>	Report by Cllr. O'Dell
<b>Item 17, Playing Fields</b>	Report by Cllr. Biddle
<b>Item 18, Lengthsman</b>	Report by Cllr. Mitchell
<b>Item 19, Allotments</b>	Report by Cllr. Coates