

**EAST FARDON PARISH COUNCIL**  
**WEDNESDAY 17<sup>TH</sup> MAY 2023 COMMENCING 7.15PM**  
**ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD AT THE VILLAGE HALL**

**AGENDA**

1. Election of Chair
2. Election of Vice Chair
3. Co-option of a New Councillor
4. Apologies for Absence
5. Declarations of Interest and Dispensations
6. Approval of the Minutes of the Annual Meeting of the Parish and the Meeting on 15th March 2023
7. Matters Arising
8. Representatives and Committees for the forthcoming year
  - Burial Ground Committee (including review of terms of reference)
  - Staffing Committee (including review of terms of reference)
  - Councillor areas of responsibility – Speeding, Communications, Website, Defibrillator, Churchyard, Fixed Asset Audit, Spring Clean
  - Police Liaison Representative & Neighbourhood Watch Coordinator
  - Footpath Warden
  - Tree Wardens
9. Roads and Transport
  - Section 50 Licence for SID
  - Progress on Road Repairs
10. Planning and Development
  - Applications Granted  
 WND/2023/0120 Work to tree subject of tree preservation order DA 280 - St John The Baptist's Church, Main Street, East Fardon  
 WND/2023/0134 Construction of balcony to first floor rear of property - Redbrick Cottage, Main Street, East Fardon, Northamptonshire, LE16 9SJ
  - Applications for Consideration
11. Other Matters
  - Footpath Report
  - Burial Ground Report
  - Tree Warden Report
  - Police Liaison Representative & Neighbourhood Watch Report
  - Review of Standing Orders and Financial Regulations
  - Review of Partial Dark Skies Policy
  - Climate Action Policy
  - Meeting with Welland Neighbourhood Forum
  - Trees to Commemorate the Death of HM Queen Elizabeth II
  - Abandoned Dog Waste Bags on Harborough Road
  - War Memorial Fundraising (including Coronation Events)
  - Parking on Main Street
12. Finance
  - To Approve the Accounts for the Year Ended 31st March 2023 (including bank reconciliation)
  - To Review the Internal Audit Report for the Year Ended 31st March 2023
  - To Review and Approve the Fixed Asset Register as at 31st March 2023
  - To Review and Approve the Risk Assessment as at 31st March 2023
  - To Review and Approve the Insurance Cover Commencing 1st June 2023
  - To Approve and Sign the Annual Governance and Accountability Return for the Year Ended 31st March 2023, to Include Certificate of Exemption and Supporting Documents
  - Bank Signatories
  - Authorisation of Payments

<b>Payee</b>	<b>Reason</b>	<b>Amount</b>	<b>Chq no</b>
WNC	Green bin licences	£110.00	Direct Debit
Marc Simons	Mowing	£225.00	Online
C Burton	Coronation Expenses and Remembrance Trees for HM Queen Elizabeth II	£188.16	Online

C Burton	Paid holiday leave untaken in 2022/23	£375.54	Online
EON Solutions	Lighting Maintenance	£56.17	Online
WNC	Section 50 Licence for SID	£321.00	Online
Yu Energy	Electricity	£11.02	Direct Debit
Yu Energy	Electricity	£12.50	Direct Debit
Yu Energy	Electricity	£62.18	Direct Debit
EON Solutions	Replacement Street Lighting	£4,783.54	Online
NCALC	Subscription	£285.32	Online
Community Heartbeat	Defibrillator Support	£162.00	Online
C Burton	April/May 2023 salary and expenses	£615.99	Online
Yu Energy	Electricity	£12.00	Direct Debit
Yu Energy	Electricity	£10.67	Direct Debit
Yu Energy	Electricity	£54.72	Direct Debit

13. Correspondence

14. Any Other Business

15. Date of the next meeting – 19th July 2023

Provisional meeting date – 21st June 2023

16. Closure

*Caroline Burton*

**Caroline Burton**  
**Clerk to the Parish Council**

**9 May 2023**