

EAST FARDON PARISH COUNCIL
WEDNESDAY 15TH MAY 2024 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. Apologies for Absence
4. Declarations of Interest and Dispensations
5. Approval of the Minutes of the Annual Meeting of the Parish and the Meeting on 20th March 2024
6. Matters Arising
7. 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, War Memorial
 - Police Liaison Representative & Neighbourhood Watch Coordinator
 - Footpath Warden
 - Tree Wardens
8. Roads and Transport
 - Speedwatch
 - Progress on Speed Reduction Measures
9. Planning and Development
 - Applications Granted
 - Applications for Consideration
2024/1701/TPO Works to Trees (Preservation Order) - Land adj to 1 Farrer Cottages Main Street East Fardon LE16 9SJ
10. Other Matters
 - Footpath Report
 - Burial Ground Report (to include Churchyard & Burial Ground Path)
 - Tree Warden Report
 - Police Liaison Representative & Neighbourhood Watch Report
 - Review of Standing Orders and Financial Regulations
 - Climate Action Research
 - Biodiversity Maps
 - East Midlands Airport Further Airspace proposals
 - West Northamptonshire Local Plan Regulation 18 Draft Consultation
 - Fete 2024 Update
11. Finance
 - To Approve the Accounts for the Year Ended 31st March 2024 (including bank reconciliation)
 - To Review the Internal Audit Report for the Year Ended 31st March 2024
 - To Review and Approve the Fixed Asset Register as at 31st March 2024
 - To Review and Approve the Risk Assessment as at 31st March 2024
 - To Review and Approve the Insurance Cover Commencing 1st June 2024
 - To Approve and Sign the Annual Governance and Accountability Return for the Year Ended 31st March 2024, to Include Certificate of Exemption and Supporting Documents
 - Review of Bank Signatories
 - Authorisation of Payments

| Payee | Reason | Amount | Chq no |
|-------------------------------|-------------------------------------|---------------|---------------|
| C Burton | Holiday leave untaken in 2023/24 | £412.12 | Online |
| M Simons | Mowing | £250.00 | Online |
| EON Energy Solutions | Street Lighting Maintenance | £38.40 | Online |
| Ryman Stationery | Printer Paper | £5.99 | Debit Card |
| NCALC | Membership Fee | £292.89 | Online |
| Yu Energy | Street Lighting Electricity | £11.02 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £12.40 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £59.44 | Direct Debit |
| West Northamptonshire Council | Temporary Event Notice for the Fete | £21.00 | Debit Card |

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|---------------------|---|---------|--------------|
| Community Heartbeat | Defibrillator Support | £162.00 | Online |
| C Burton | Salary/expenses - April/May 2024 | £578.80 | Online |
| Microsoft | Microsoft 360 subscription | £59.99 | Debit Card |
| Yu Energy | Street Lighting Electricity | £10.67 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £12.00 | Direct Debit |
| Yu Energy | Street Lighting Electricity | £53.78 | Direct Debit |
| P Hodgetts | Pants and seeds for Burial Ground Extension | £142.99 | Online |

12. Correspondence

13. Any Other Business

14. Date of the next meeting – 17th July 2024

Provisional meeting date – 19th June 2024

15. Closure

Caroline Burton

Caroline Burton
Clerk to the Parish Council

7 May 2024