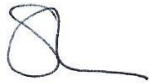


ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that the Annual Meeting of Addingham Parish Council will be held in **Addingham Memorial Hall, Addingham** on **Wednesday 11th May 2022** at **7:00pm**, for the purpose of transacting the business set out on the Agenda below. Members of the press and public are invited to attend and may address the Council at the invitation of the Chairman during the public consultation.



Sallie Lloyd
Clerk to Addingham Parish Council
5th May 2022

AGENDA

1) **Election of Chairman**

To elect the Chairman to serve until the date of the next Annual Meeting of the Council and to receive a signed Declaration of Acceptance of Office

2) **Election of Vice-Chairman**

To elect the Vice-Chairman to serve until the date of the next Annual Meeting of the Council and to receive a signed Declaration of Acceptance of Office

3) **Apologies for Absence**

To receive apologies and approve reasons for absence as notified by Members.

4) **Disclosures of Interest**

To receive any declarations of interests (not already entered in the Members' Register of Interests), to record any disclosures of interests (previously registered or not), including the nature of any such interests, which may be relevant to matters to be considered at the meeting, and to consider any written requests for dispensation as appropriate.

Note: A listing of members' interests relevant to the business of the meeting, if any, will be reported at the outset of the meeting and will be recorded in the Minutes. Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with interests defined in Appendix A of the Code (financial interests) must withdraw from the meeting during discussion of the item(s) in which they have an interest unless a dispensation has been granted. Forms to apply for a dispensation, if necessary, will be available from the Clerk. Members without a dispensation may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.

5) **Public Consultation and Question Time, including Police Matters**

- 1) To receive an update on police matters
- 2) To receive questions/comments from the public on:
 - any matter which is listed for discussion on the Agenda, and
 - any other matter of public interest which is within the responsibilities of the Parish Council, and
 - any suggestions from *Councillors* for items for inclusion on the Agenda of the next Parish Council meeting

6) **Minutes**

(Copy of draft minutes, together with the Clerk's report on any Matters Arising, circulated to Members and available on Council website)

To confirm the Minutes of the Meeting held on 23rd March 2022 and 20th April 2022 as a true and correct record, and to receive, for information, the Clerk's report on any matters arising.

7) **Consultations, Correspondence and Discussion Forum**

(Any correspondence received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow, and may be considered at the meeting)

To note, for information, the report of the Chairman and Clerk on any matters for discussion, including any matters arising from correspondence received, and to notify the Clerk of matters for inclusion on the agenda for the next meeting.

8) **Delegation to Committees, Working Groups and Officers**

- a) To (re)appoint Committees of the Council, (re)appoint member(s) to serve on them, and confirm terms of reference for them ***(copies of TORs for Finance and Property & Maintenance Committees available on website)***
- b) To (re)appoint Working Groups of the Council, (re)appoint member(s) to serve on them, and confirm their terms of reference ***(copy of TORs for the Climate Action Addingham Group available on website)***

9) **Member Representation on Other Organisations**

To (re)appoint members to serve on other organisations, including, if thought fit, Addingham United Charities, Addingham Community Library, YLCA, Rural Market Town Group.

10) Policies and Procedures of the Council

- a) To receive the revised model Standing Orders, wording as suggested by NALC 2018, revise by YLCA is January 2022). **(Copy circulated to members and available on website)**
- b) To reconfirm the Financial Regulations. **(Available on website)**
- c) To reconfirm the Risk management policies of the Council. **(Available on website)**

11) Meeting Schedule 2022/23

(Copy of draft schedule of meeting dates circulated to Members)

To confirm the dates of meetings in 2022/23

12) Internal Auditor

To appoint the Internal Auditor 2022/23

13) Library TRO

To receive correspondence from Highways officer, Chris Hird in relation to an objection to the scheme. To consider the proposed compromise and decide on any action as necessary.

14) Financial Matters

1. Invoices for payment

(Copy of payments schedule to follow for Members and available on the Council website)

To approve the presented list of accounts paid and the month's invoices due for payment, to sign cheques as required.

2. Bank Reconciliation to end 12th May 2022. (Copy of bank reconciliation circulated to Members)

To receive the Bank Reconciliation to 12th May 2022

3. Expenditure proposals

- a) To ratify a decision made by the Clerk in consultation with the Chairman to appoint a contractor to remove asbestos found on the Newtown allotment site. To approve and pay the invoice of £250. (Fin Reg 4.5 refers)
- b) To authorise the Clerk to pay any invoices that fall due or require payment for items ordered in connection with the Jubilee event. That funds already earmarked from the Lottery grant be used for this purpose and that the Clerk reports on all amounts paid during the next meeting.

15) Platinum Jubilee

To receive an update from the organisers of the village event

16) Property and Maintenance Committee Report

To receive a verbal report from the Property and Maintenance Committee meeting held on 10th May, consider any recommendations, and decide on any action as necessary.

17) Planning Applications

To consider the following planning applications and decide any responses, as appropriate:

(Papers available on the BMDC Planning Applications database at

www.bradford.gov.uk/bmdc/the_environment/planning_service)

Note: Any additional applications received after publication of the agenda but at least 3 clear days before the meeting will sent out to follow and will be considered at the meeting.

22/01738/HOU	North Ives, Bolton Road	single storey rear extension
22/01530/LBC	The Old Rectory, Low Mill Lane	replacement of post and rail fencing with stone walls
22/01799/HOU	7 Abbey Close	first floor extension above existing garage
22/01865/HOU	The Paddock, The Street	Replacement of timber windows with UPVC
22/01371/HOU	30 Coppy Road	Side extension with balcony

18) Annual Governance and Accountability Return and Accounts 2021/22

(Copies of financial accounts circulated to Members)

- a) To consider the financial accounts 2021/22 together with the report of the Internal Auditor, and, if thought fit, approve the annual governance statement and accounting statements for signature by the Chairman and Clerk, and the Chairman and Responsible Financial Officer, respectively.
- b) To receive correspondence from the external auditor in respect of advice previously given to Council relating to the 2020/21 AGAR. As the accounts are prepared on an income and expenditure basis, the reporting completed by the previous Clerk, was in fact correct and did not require a correction or restatement.

19) Chairman's Remarks and Members' Discussion Forum

To receive the Chairman's and members' reports for information.

- To set a date for the next meeting of the Emergency plan review group

20) Dates and venue/arrangements for next Ordinary Council Meeting and Annual Parish Meeting

Annual Parish Meeting 18 May at 6.30pm in the Memorial Hall

Ordinary Council Meeting 15th June, 7pm.