



All councillors are hereby summoned to attend the Annual Meeting of Barrowden Parish Council to be held in the Village Hall on Wednesday 8 May 2019 at 7.45pm

THE MEETING WILL INCLUDE AN OPEN FORUM, AT WHICH RESIDENTS MAY RAISE MATTERS FOR CONSIDERATION BY THE COUNCIL. **THE OPEN FORUM WILL TAKE PLACE AT APPROXIMATELY 7.55PM**, DUE TO PROCEDURES LEGALLY REQUIRED AT THE START OF THE ANNUAL MEETING

Richard Littlejohns, Clerk to the Council

AGENDA

(Asterisks indicate that supporting papers are posted on the Parish Council website – go to ‘Council Calendar’ and click on 8 May. Multiple asterisks indicate several papers relevant to the agenda item marked)

ANNUAL MEETING OF THE PARISH COUNCIL

1. To receive and accept apologies
2. To elect a Chairman
3. To elect a Vice-Chairman
4. To receive declarations of interest and note the Council's Code of Conduct

OPEN FORUM (maximum 15 minutes)

5. To allocate areas of responsibility among councillors
6. To appoint representatives on external bodies, viz. LRALC, Rutland Parish Forum, Wakerley Quarry Liaison Group and Patients Participation Group
7. To confirm the Council's Financial Regulations, including the schedule of powers delegated to the RFO

8. To confirm the Council's Standing Orders
9. To approve the Council's Asset Register as revised April 2019*
10. To approve the Council's Risk Register as revised April 2019*
11. To nominate authorised signatories for the Council's bank account with Unity Trust Bank and to authorise the Clerk/RFO to apply for a Unity Trust Multipay credit card at a charge of £36 per annum and a one-off set-up charge of £50
12. To approve the Minutes of the meeting of 16 April 2019*
13. Matters arising from the Minutes of the meeting of 16 April

Communications

14. To note any correspondence received since the publication of the Agenda (for information)

Annual Governance Statement 2017-18

15. To approve the Annual Governance Statement 2018-19 (AGAR Section 1) for Barrowden Parish Council*

Year-end Accounts

16. To approve the Annual Accounts for 2018-19 including the supporting notes and the CIL Report for 2018-19*
17. To receive the report of the internal auditor for 2018-19*
18. To approve the Accounting Statements 2018-19 (AGAR Section 2) for Barrowden Parish Council*
19. To approve the period Monday 17 June to Friday 26 July for the exercise of public rights

Finance

20. To note and approve financial measures taken by the Clerk/RFO under delegated powers since 16 April as per schedule*
21. To receive a reconciled bank statement** and a financial update from the RFO
22. To approve renewal of the Council's annual membership of LRALC and NALC at a total cost of

£196.38

23. To approve payment of £170 to LRALC for the internal audit on 29 April

24. To approve payment of £50 + VAT to Playscape for the quarterly inspection of the play area in April 2019

25. To approve payment of £150 + VAT for 2Commune online site editor training for the Clerk and other nominees

26. To review the Council's insurance arrangements and insurance costs (in accordance with the Council's Risk Register)

27. To approve renewal of the Council's insurance with BHIB for the year commencing 1 June 2019 at a premium of £324.90 (as against £321.51 for 2017-18)

Planning

28. To consider planning application 2019/0276/FUL Erection of summerhouse at 13 Main Street

Play Area

29. To note and approve weekly play area inspection reports*** since the meeting of 16 April and the quarterly independent inspection report carried out in April*

Other Matters

30. To endorse the Neighbourhood Plan Group's response to the examiner's request for clarification*

31. To review the Council's Outstanding Issues List*

32. To consider procedures for co-option to the Council*

Reports

33. Neighbourhood Plan Group*

34. Patient Participation Group*

35. To agree dates for future Council meetings