

# Annual Tiffield Parish Council Meeting

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Parish Office Ashbury Barn, 9a High Street South, Tiffield NN12 8AB.

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**From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors:**

You are hereby summoned to the Annual Tiffield Parish Council Meeting at the place, date and time shown below when the under-mentioned business will be transacted. Please note, this is a public meeting which may be filmed, recorded or published.

Copies of all council papers are available at [www.tiffieldparishcouncil.org.uk](http://www.tiffieldparishcouncil.org.uk)

## AGENDA

**For the meeting to be held in the School Hall on**

**Monday 13/05/2024 at 7.30pm**

2305.01	To elect a Chairperson for 2022/23
2305.02	To receive the Chair's declaration of acceptance of office
2305.03	To receive any declarations of acceptance of office for Vice Chair
2305.04	To Co-opt any person seeking to fulfil the vacant role of Councillor on the Parish Council as set out by Rule 5(5) of The Local Elections (Parishes and Communities) (England and Wales) Rules 2006
2305.05	Apologies for absence – to accept apologies for absence from any Councillors not in attendance – Cllr Ferrie
2305.06	Minutes of Annual Parish Council meeting 9 <sup>th</sup> May 2023 – for approval and signature
2305.07	To allocate responsibilities to Councillors, appoint working groups and appoint Parish Council representatives;  <ol style="list-style-type: none"><li>1) Confirm signatories for Parish Council accounts (Currently Cllr Beasley &amp; Chaplin)</li><li>2) Poors account Trustees (Formerly Cllr Powell &amp; Pearson)</li><li>3) Council Open Spaces and Trees (Currently Cllr Jowers)</li><li>4) Council Highways (Currently Cllr Tyrell)</li><li>5) Neighbourhood Watch (Currently Mr J Tapley)</li><li>6) Parish Council Internal Control (Currently Cllrs Ferrie &amp; Cook)</li><li>7) Parish Council Risk Assessment and Register (Currently Cllr Beasley and Mr Tennet)</li><li>8) Claydon Field Warden (Mr Peers)</li><li>9) Footpath wardens (Currently Cllr Tyrell)</li></ol>

**[1]** Members should disclose any interests in the business to be discussed and are reminded that any disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room that item of business is transacted.

**[2]** Any member of the public who is present is invited to address the council. This session will last a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairperson of the meeting).

**Dates of scheduled Parish Council Meetings 2024/25:**

**May 13<sup>th</sup>. Jun 10<sup>th</sup>. Jul 8<sup>th</sup>. Sept 16<sup>th</sup>. Oct 14<sup>th</sup>. Nov 11<sup>th</sup>. Jan 13<sup>th</sup>. Feb 10<sup>th</sup>. March 10<sup>th</sup>. Apr 14<sup>th</sup>.**

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	<p>10) Pocket Park warden (Currently Cllr Chaplin)          11) Community Events co-ordinator (Currently Cllrs James &amp; Cook)          12) Flood Action (Currently Cllr Chaplin)          13) IM Properties/DHL resident's liaison (Currently Cllr Ferrie)          14) Police Liaison Representative – (Currently Mr Tennet)</p>
2305.08	Appointment of Internal Auditors - NCALC
2305.09	Resolution to adopt the General Power of Competence – Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012
2305.10	<p>Review dates for:</p> <ol style="list-style-type: none"> <li>1) Standing Orders</li> <li>2) Risk Register</li> <li>3) Register of Fixed Assets</li> <li>4) Financial Regulations</li> </ol> <p>Other Policies and Procedures</p>
2305.11	Confirmation of arrangements for insurance cover in respect of all insurable risks.
2305.12	<p>Review of the Council's and/or staff subscriptions to other bodies.</p> <p>NCALC - £300.00 (approx)</p> <p>Data Protection Officer - £10.00</p> <p>Information Commissioners Office - £35.00</p> <p>Council for Protection of Rural England – £50.00</p> <p>Parish On line Mapping services - £48.00</p>
2305.13	Review of Council expenditure under Sect 137 Local Government Act 1972 and General Power of Competence for 2023/2024
2305.14	To confirm proposed dates of meetings for the year to 31 March 2025 as the second Monday of each month except August and December (as shown below), subject to any need to move said dates.

*A W Tennet*

Mr A Tennet, Clerk to Tiffield Parish Council. 07/05/2024

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