14th June 2023

Councillors: You are hereby summoned to attend a meeting of the Parish Council on **Monday 19th June 2023 at 7:15 p.m.** in the Parish Meeting Rooms for the purpose of transacting Parish Council business.

Clerk/RFO

**PARISH COUNCIL GENERAL MEETING**

**Venue: Parish Meeting Room**

**19th June 2023, 7:15pm**

[Join Zoom Meeting](https://zoom.us/j/97853883098?pwd=SEVYcVVXR1QrbTg5TlFLQmtPcW8wQT09)

Meeting ID: 978 5388 3098 Passcode: 382227

**23/149**  **Apologies for absence**

**23/150**  **OPEN MEETING**

An opportunity for individuals present to speak on any items on the agenda for this meeting. The open meeting will last for 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 Chairman of the meeting.

**23/151 Members’ declaration of interest in items on the agenda**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

**23/152 Approval of minutes of meeting 15/05/2023**

To receive and approve the minutes of the meeting of Council on Monday 15th May 2023.

**Recommendation:** to approve the minutes of meeting 15th May 2023.

**23/153**  **Planning – letters, decisions and applications – attached**

To consider planning applications as outlined on the attached schedule.

**23/154 Receipt of the Annual Internal Audit Report, YE 31st March 2023 Section 3 - attached**

To receive the Annual Internal Audit Report provided by W J McL. Marshall, CiLCA

**Members to note**

**23/155 Approval of the Annual Governance and Accountability Return, YE 31st March 2023 Section 1 - attached**

To consider and approve Section 1 of the Annual Return, Annual Governance Statement.   
*Chairman and Clerk of the meeting sign the Annual Governance Statement*

**23/156 Approval of the Annual Governance and Accountability Return, YE 31st March 2023 Section 2 - attached**

To consider and approve Section 2 of the Annual Return, Accounting Statements.

*The Chairman signs the Accounting Statements.*

**23/157 Reports from Ward Councillors**

To receive any reports and updates from Ward Councillors.

**23/158 Review of arrangements with other organisations.**

To consider and approve arrangements with other organisations working with or within the parish.

West Northamptonshire Council, Grand Union Housing Group, MC Playing Fields Association, Village Hall Committee, MC Community Library, All Saints Church.

**23/159 Nominated individuals guidance – attached**

To consider adopting guidance on nominating individuals who act on behalf of the Council.

**23/160 Receive play area inspection reports – attached**

To review and consider action required for play areas at Astrop Road and Stanwell Park.

**Recommendation:** To ensure all actionable items are included on current jobs list for Council to consider / approve associated costs at next meeting.

**23/161 To respond to questions from Annual Parish Meeting 24th April 2023 – attached**

An opportunity for members to decide on responses to any questions of the meeting relevant to the Parish Council.

**23/162 Business Continuity Plan**

To consider and approve the updated Business Continuity Plan.

**23/163**  **Consideration of Christmas illuminations**

To consider options for festive street decorations.

**23/164**  **Consideration of Christmas events collaborating with other organisations**

To consider working with the Village Hall to bring a Christmas event to the community 26th November / 2nd December, with options to include Christmas market, children’s crafts, grotto, parade and lights switch on.

**23/165 Arrangements for Remembrance Sunday Parade 2023**

To consider and approve quotes for Remembrance Sunday Parade events 2023.

**23/166**  **Authorisation of payments – attached**

To approve and provide dual signatory on payments scheduled April 2023 - May 2023.

**Recommendation:** to approve schedule of payments.

**23/167** **Exclusion of press and public**

It is proposed that, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press are excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

**23/168 Representations to resolution processes**

To consider and approve options in resolution processes.

**End of exclusion of press and public.**

**23/169 Receive recommendations from committee meetings**

To receive recommendations from the meeting of the HR committee 24.05.2023.

**23/170 Recruitment requirements**

To consider and approve recruitment for a Clerk’s assistant.

**23/171**  **Authorisation of payments – attached**

To approve and provide dual signatory on payments scheduled May 2023 - June 2023.

**Recommendation:** to approve schedule of payments.

**23/172**  **Matters for information**

**23/173**  **Next meeting** 17th July 2023 – Full Council Meeting.

**Signed:**  Clerk / RFO to Middleton Cheney Parish Council.