

BARNBY IN THE WILLOWS PARISH COUNCIL

ANNUAL AND ORDINARY PARISH COUNCIL MEETINGS 10th MAY 2022 at 7:30pm (following straight on from Annual Parish Meeting).

AGENDA

1. **Declarations of interest** (*for annual and ordinary meetings*).
2. **Election of Chair and Vice-Chair.**
3. **Contributions from the public, District and County Councillors.**
4. **Approval of minutes** – *to authorise the minutes as being true records (Annual Parish Council Meeting held 5th May 2021 and ordinary Parish Council Meeting held 10th March 2022).*
5. **Matters arising from the minutes** – *an update on previous actions.*
6. **Approval of formal documents** – *to review and authorise them as being up to date*
 - i) Financial Regulations
 - ii) Standing Orders
 - iii) Asset Register
 - iv) Risk assessment(s)
 - v) GDPR and Accessibility documents
 - vi) Equality, and Grievance & Disciplinary, processes
7. **Finance** – *review end of year and audit requirements / authorise payments / review processes:*
 - a) Annual approval of Accounts for the year ended 31 March 2022.
 - b) Approval of Certificate of Exemption for the year ended 31 March 2022.
 - c) Approval of the Annual Governance Statement for the year ended 31 March 2022.
 - d) Approval of the Accounting Statements for the year ended 31 March 2022.
 - e) Internal Auditor – formally appoint internal auditor.
 - f) Payments made since March's meeting:
Staff costs £373.18 – HMRC/PAYE and caretaker salary for 2021-22
Parish Council:
NALC Subscription £83.30
Mowing £16.45 & £17.71
Newsletter costs £36.99
Village Hall:
Grimes gas £123.00
Antibac (fabric) £2.98
SSE £78.57 & £31.97
Water Plus £19.23
Vulcana £222.00
Goal nets £73.22
 - g) Upcoming payments:
Zurich Insurance approx. £729.90
 - h) Income received since March's meeting:
Precept part 1 - £1851.30
Hires £255
L&L Refund £21
Events £110.50
NSDC GRANT £150
 - i) **VAT process** – *review the process for VAT reclaims and agree / authorise process to follow.*
 - j) **Utility Suppliers** – *review current market information and if any changes are needed.*
 - k) **New hob** – *review issues with the hob and agree next steps*

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8. **Planning** – *review of planning requests*
 - a. *22/00513/HOUSE – the Lodge, Back Lane – new dormers, roof windows and altered openings to rear elevation; window and door opening changes to front elevation; new roof windows to side elevation. STATUS – awaiting outcome / decision.*
9. **Village Committee Report (JP)** – *updates from last meeting(s).*
10. **Village Hall and Committee Constitutions** – *review and authorise updates needed.*
11. **Correspondence** – *review any urgent / important correspondence*
(All correspondence has been circulated – nothing in need of further review / action at time of agenda going out).
12. **Date of the next Parish Council Meeting** – tbc – suggested date 14th July 2022 at 7pm.

*...Helen Cowlan.....*Parish Clerk

10/5/2022