

Weedon Parish Council Notice of Meeting

Tuesday 21 May 2024 7.30pm

The Annual Parish Council Meeting of Weedon Parish Council will be held in Weedon Old Schoolroom commencing at 7.30pm for the purpose of transacting the following business.

37/24 Nomination and Acceptance of Office of Chair and Vice Chair

38/24 Apologies and Members' Interests To receive and accept any apologies for absence.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Weedon Parish Council Code of Conduct for Members and by the Localism Act 2011.

39/24 Open Forum For members of the public to raise any issues.

40/24 Approval of Minutes

To agree the minutes from the Planning Meeting 16 May 2024.

41/24 Review of Council's Statutory and Governance Documents for 2024/25

a. Standing Orders b. Financial Regulations c. Code of Conduct d. Complaints Procedure e. Privacy Policy and Notice
f. Equality & Diversity Policy g. Risk Assessments h. GDPR Data Audit & Retention of Documents Policy
i. Information Policy j. Procedure for requests made under the Freedom of Information & Data Protection Act

42/24 Appoint representatives eg. Buckinghamshire Council Community Board Wing & Ivinghoe

43/24 Review Inventory of Assets and Confirm Insurance Cover

44/24 Review of the Council's subscriptions to other bodies eg. NALC & BMKALC, SLCC

45/24 Determine time and place of ordinary meetings for the next year

To agree time and place of ordinary meetings of full Council up to the next Annual Meeting.

46/24 Annual Governance and Accountability Return 2023/24

a. To sign AGAR form 2 Exemption Certificate as receipts and payments for 23/24 were less than £25,000.

b. To appoint Brian Fludgate as Internal Auditor. c. To agree to sign off the AGAR in June after the internal audit.

47/24 Planning. *Update.*

a. Legal agreements for gap land at 50 Aston Abbotts Road. b. Responses to current planning applications.

48/24 Finance and Accounts

a. Payments b. Accounts. To agree statement of accounts and bank reconciliation for year-end 31 March 2024.

c. Clerk Appraisal and Salary Review. To set a date for annual Clerk Appraisal.

49/24 Environment

a. Footpaths, Footways and Highways. *Updates and action.*

i. Speed Control. MVAS, including install of new ElanCity unit. SpeedWatch. ii. Footpaths, gates, signs.

iii. Dog & Litter bins. iv. Bucks Highways. v. Devolved services. To agree sign cleaning. vi. Best Kept Village.

b. Street lighting

c. Park and Play Area *i. Inspections. To note that the Annual Park inspection has taken place and that new volunteers for interim inspections have come forward. ii. Horticultural*

d. Pond, Grass, Hedges and Verges. *Update.*

To include wildflower verges, village tidiness/litter, overhanging hedges/trees, horticultural works

e. Management of Weedon Graveyard. *Update.*

i. Horticultural ii. Applications for burials, memorials and EROBs. iii. Graveyard works.

f. New capital projects. i. Update on new seat at gap land. ii. To agree any further projects for 24/25.

50/24 Correspondence and Communications

a. Annual PC newsletter. b. Website. To consider gov.uk domain. c. Community Board.

d. Casual Vacancy. Update on applications.

51/24 Date of next meeting. To agree date of meeting (June) to sign off governance and accountability return.

Ruth Millard, Clerk to Weedon Parish Council

NOTE Members of the public are entitled to attend Parish Council Meetings unless the Parish Council specially resolves to exclude them from any particular meeting or while particular matters are being discussed, but are not entitled to speak unless expressly invited to do so.