

# Glaphorn Parish Council

Parish Clerk: Liz Holland 20, Gordon Road, Oundle, PE8 4LD  
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## To Members of the Parish Council:

You are summoned to attend the  
**Annual Parish Council Meeting Wednesday 18<sup>th</sup> May 2022 at 7.30pm**  
At Glaphorn Village Hall

11.5.22



## AGENDA

**590. PROPOSAL** To elect the Chairman for 2022-23 and to receive the Chairman's declaration of acceptance of office.

**591. Public Open Time** During this time, residents are invited to give their views and to question the Parish Council on issues on this agenda or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Parish Council meeting itself. At the close of this item members of the public will no longer be permitted to address the council members unless invited to do so by the Chairman.

**592. Apologies for absence**

592.1. To **ACCEPT** apologies for absence

592.2. To **CONSIDER** a request from Cllr Stark for a further 6 months absence.

**593. RECEIVE** Declarations of Disclosable Pecuniary or Other Interests and any Dispensation requests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item

**594. APPROVE** the minutes of the ordinary meeting April 20<sup>th</sup> 2022 and the Annual Parish Meeting April 27<sup>th</sup> 2022

**595. PROPOSAL** To elect a Vice-Chairman.

**596. CONFIRM** the appointment of the following roles for 2022-23:

596.1. Data Protection Officer – NCALC (fee £10.00 p.a.)

596.2. Internal audit service – NCALC (fee to be determined)

596.3. Glaphorn Playing Field Association representative(s)

i **CONSIDER** a need for a standing dispensation for councillors who serve on the GPFA to make decisions relating to the playing field at Parish Council meetings

596.4. Internal Controls Councillor

12/05/2021

- 596.5. Emergency Plan coordinator
- 596.6. Flood Warden
- 596.7. Footpath Warden
- 596.8. Police liaison representative

**597. REVIEW AND ADOPT** the Standing Orders:

*Report from the Clerk – “The document has been circulated to all councillors prior to the meeting. I have reviewed the policy and recommend that it be adopted without further change”.*

**598. REVIEW AND ADOPT** the Financial Regulations:

*Report from the Clerk – “The document has been circulated to all councillors prior to the meeting. I have reviewed the policy and recommend that it be adopted with small changes to section 5 which more accurately reflect how GPC transacts payments.”*

**599. PROPOSAL to CONFIRM** the Insurance Policy

*Report from the Clerk – “The insurance policy, under-written by Aviva, through BHIB insurance brokers will renew for an annual sum of £371.99 for the year to 31.5.23 (was £363)*

**600. PROPOSAL to CONFIRM** the council’s subscriptions to other bodies;

*Report from the Clerk – “I recommend renewal of the following annual subscriptions: NCALC (Staff costs LGA 1972 s112); and ICO (Data Protection (Charges and information) Regulations 2018 r 3)”.*

**601. PROPOSAL to AGREE** meetings be held every other month, on the 3<sup>rd</sup> Wednesday of the month, except when matters with a deadline require a monthly meeting eg planning applications

**602. Playing field**

- 602.1. **RECEIVE** a report from Cllr Moss
- 602.2. **PROPOSAL** to spend up to £350 for installation of a water supply
- 602.3. **PROPOSAL** to spend up to £500 on locks for the container

**603. Finance**

- 603.1. **PROPOSAL to AGREE** the bank mandate any 2 of the following 3 (Malcolm Moss, Richard Stark, Liz Holland) to prepare and authorise any payments
- 603.2. **APPROVE** the following regular Direct Debit payments (exclusive of VAT): E.on for street light energy (PC Act 1957,s.3; HA 1980, s.301).
- 603.3.
  - i **PROPOSAL to NOTE** the internal audit report
  - ii **PROPOSAL to APPROVE** the annual governance statement, Section 1 of the Annual Governance and Accountability Return. Clerk and Chair to sign
  - iii **PROPOSAL to APPROVE** the accounting statements in Section 2 of the Annual Governance and Accountability Return. Chair to sign
  - iv **PROPOSAL** to issue the public rights statement for the period 13<sup>th</sup> June to 22<sup>nd</sup> July 2022

v **APPROVE** the following payments:

Payee	Service provided	Net cost (£)	VAT (£)	Total cost (£)	Power
E Holland	Clerk's salary May	192.00		192.00	LGA 1972 s.112
HMRC	PAYE May	48.00		48.00	LGA 1972 s.112
C & M Tractors	Mower and bushcutter	590.92	118.18	709.10	
Cllr M Moss	Parts for water installation at the playing field (Hortech Stytems)	191.46		191.46	
BHIB	Insurance 1.6.22 - 31.5.23	371.99		371.99	LGA 1972 s.111
PWLB	repayment	259.52		259.52	
Buildlink	VAS post installation	112.49		112.49	

**604. Planning**

604.1. **DISCUSS** the current consultation on the scope and issues to be addressed in the forthcoming Strategic Plan from NCC

**605. Windy Spire**

**606. NOTE** Joint Action Group - minutes

**607. Matters for future consideration and matters from Councillors**

**608. Date of next meeting:** provisional 15<sup>th</sup> June, ordinary meeting 20<sup>th</sup> July

The Agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the Agenda (*Longfield Parish April Council v Wright (1918) 88 LJ Ch 119*)