

## Washingborough Parish Council

Wednesday 18<sup>th</sup> May 2022 at 2.00pm, at Washingborough Community Centre (Main Hall)  
(The meeting will start with the Public Forum and NKDC & LCC Councillors reports)

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### AGENDA

- a. Public Forum
- b. Reports from NKDC and LCC Councillors

1. Election of a Chairman and the signing of the Declaration of Acceptance of Office.
2. Election of a Vice Chairman.
3. Appointment of the Finance & General Purposes Committee and the respective Chairman and Vice-Chairman.
4. Appointment of the Staffing Panel and the respective Chairman.
5. To either, appoint representatives to a Planning Group or resolve to dissolve this group.
6. To either, appoint representatives to a Highways Group or resolve to dissolve the group.
7. Confirmation of the continuation and appointment of representatives to outside bodies.
8. Declaration of any Gifts or Hospitality received.
9. To remind Councillors to update their Declarations of Pecuniary and Other Interests.
10. In accordance with the Localism Act 2011, to receive:
  - a. apologies and reasons for absence
  - b. declarations of interest
  - c. applications for dispensation
11. Draft notes of the Parish Council meeting held on the 20<sup>th</sup> April 2022 to be approved as the Minutes.
12. To discuss matters raised at Public Forum.
13. Clerks Report;
  - a. update from Anglian Water regarding new sewer pipe.
14. To sign off the Annual Governance and Accountability Return (AGAR) 2021/22 Documentation:
  - a. To note the internal audit report – AGAR page 3,
  - b. Section 1 – Annual Governance Statement – AGAR page 4,
  - c. Section 2 – Accounting Statements – AGAR page 5,
  - d. To note the dates for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.
15.
  - a. To note the Internal Audit Report for the financial year to the end of March 2022 conducted 28<sup>th</sup> April 2022 sections 1 – 5 & 7 and the associated recommendations.
  - b. To resolve to extend the contract of Mrs R Popplewell, as the Internal Auditor for a further 2 years.

16. To discuss and resolve the following items:

- a. Netball Club Request to mark up and use area in front of the Pavilion for training
- b. The Outdoor Project request to have sole use of an area on the Playing Fields for the period of 25<sup>th</sup> July – 2<sup>nd</sup> September.
- c. Updates from Working Parties
  - i. Play Park Upgrade
  - ii. Jubilee Celebrations – to include Cllrs responsibilities during the event.
  - iii. Review & Production of Council Policies.

17. Planning Matters:

a. To resolve any comments on the following applications received:

- i. 22/0362: Land at Lincoln Road & Ferry Lane – erection of a new food store (use class E).
- ii. 22/0564: 30 Main Road – Change of use of proposed outbuilding to use as a micro bakery.
- iii. 22/0632: 10 Enderby Close – two storey side and single storey side & front extension.

b. to note decisions on the following applications:

Planning ref no.	Address	Decision
22/0202	14 Cliff Lane	Approved
22/0159	2 Grosvenor Mews	Approved

c. To note decisions on application comments returned under Clerks delegated powers.

Planning ref no.	Address	Comment
22/0331	7 Pynder Close (Garage conversion)	No comments
22/0556	10 Cromwell Close (rear extension)	No comments
22/0593	Pitwood House, Park Lane (work to trees subject to TPO)	Replacement trees should be planted.

18. Financial matters:

- a. To resolve the payment schedule and to note the salaries, etc payments (*to follow*)
- b. To receive the accounts/budgets for April 2022 (*to follow*)
- c. To receive Unity Trust Bank balance of account as at 30th April 2022
- d. To resolve to make payments as follows:
  - Direct Debit – see attached list
  - Bac's – see attached list Items for information:

19. To resolve moving into closed session (***Public Bodies (Admission to Meetings) Act 1960***)

20. To discuss section 7- Risk Management (Grants) of the Internal Auditors Report