

CRANFORD PARISH COUNCIL

Clerk Pat Bird
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To members of the council:

You are hereby summoned to the **Annual Meeting** of Cranford Parish Council to be held at Cranford Memorial Hall on **Thursday 25th May 2023 at 7pm** for the purpose of transacting the following business:

Agenda

23/001 To elect a chairman for the forthcoming year and to receive their declaration of acceptance

23/002 To elect a vice-chairman for the forthcoming year

23/003 To receive apologies for absence and to determine if the absence is approved
(reason for absence to be advised)

23/004 To approve the Minutes of the Council Meeting held 23rd March 2023 as a correct record

23/005 To note any matters arising from the Minutes not included on the Agenda, for report only

23/006 To note any declarations of pecuniary or prejudicial interests in relation to any items on the Agenda

Public participation

23/007 Members of the public have an opportunity to address the Council on any matter for a maximum of three minutes subject to an overall public speaking time of 15 minutes. Anyone wishing to speak should notify the Chairman or Clerk prior to the commencement of the meeting

23/008 To receive a report from the Unitary Ward Councillor(s)

Governance Matters

23/009 To review the Member Code of Conduct and to acknowledge the seven principles of public life

23/010 To review and confirm arrangements for the delegation of powers to the Clerk

23/011 To undertake the annual review of the Council's

a) Standing Orders

b) Financial Regulations

Representative appointments

23/012 To appoint the Clerk as the Council's Police Liaison Representative for the forthcoming year

23/013 To approve membership of outside bodies (and approve payment subscriptions when they become due)

a) Northamptonshire County Association for Local Councils (NCALC)

b) Society of Local Council Clerks (SLCC)

Finance Matters

- 23/014 To review and approve any required changes to the bank signatories / authorisers
- 23/015 To consider the insurance quotes and to approve payment to the preferred supplier
- 23/016 To receive and note the Finance Report and to approve for payment the schedule of payments presented

Annual Governance and Accountability Return (AGAR)

- 23/017 a) To receive and note the Annual Internal Audit Report 2022/2023
b) To approve the Year End Cash Book 2022/23
c) To complete and sign the Annual Governance Statement 2022/23
d) To consider, approve & sign the Accounting Statements 2022/23
e) To complete and sign the Certificate of Exemption – AGAR 2022/23
f) To note the dates for the exercise of electors rights re inspection of the annual accounts (12/06/23 -21/07/23)

Planning Matters

- 23/018 To determine the response to North Northamptonshire Council on the planning applications
- a) [NK/2023/0229](#)
44 High Street Cranford
Conversion of loft to habitable accommodation with rear dormer roof extension
Full Planning Permission
- b) [NK/2023/0192](#)
5 St Andrews Lane Cranford
Remove door, window and stonework to front of porch and replace with double doors. Replace window to side of porch
Application for Listed Building Consent
- c) [NK/2023/0284](#)
16 High Street, Cranford
First floor rear extension and additional window to side elevation
Full Planning Permission

Other Matters

- 23/019 To determine any training requirements for Councillors and the Clerk for the forthcoming year
- 23/020 To receive current project updates and to approve any recommendations.
- 23/021 To consider potential projects for the forthcoming year and approve selected projects and lead Councillors
- 23/022 To receive and note, Chairman's updates
- a) Points raised from the Annual Parish Meeting which will require future council decisions
- b) Any other updates
- 23/023 To receive and note Clerk's report on anything not previously covered in their regular updates
- 23/024 To note the date of the next scheduled meeting 27th July 2023 and consider any future agenda items
- 23/025 Close

Pm Bw

Pat Bird, Clerk to Cranford Parish Council
18th May 2023