

# GREAT OXENDON PARISH COUNCIL

Councillors are hereby summoned to attend the Annual Parish Council Meeting to be held on  
Monday 11<sup>th</sup> May 2019 **at 8.00pm**

## Video Conferencing Meeting

(The Local Authorities and Police and Crime Panels (Coronavirus) Regulations 2020)

***Press and public are able to attend the meeting and participate***

Please email your interest to [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)

or join us direct by using the link to [Microsoft Teams](#)

## AGENDA

*Papers  
attached*

- |            |  |                |
|------------|--|----------------|
| <b>1.</b>  | <b>Welcome</b>   |                |
| <b>2.</b>  | <b>Election of Chairman to the Parish Council</b><br>2.1 To elect a Chairman for the Parish Council for 2020/2021<br>2.2 To receive the Chairman's Declaration of Acceptance   |                |
| <b>3.</b>  | <b>Apologies for Absence</b><br>3.1 To consider any received apologies   |                |
| <b>4.</b>  | <b>Declarations of Interest</b><br>4.1 Members' declarations of interests on agenda items only   |                |
| <b>5.</b>  | <b>To sign the minutes of the previous meeting and the Annual Parish Meeting</b><br>5.1 Council meeting of 6 <sup>th</sup> April 2020<br>5.2 Council meeting of 27 <sup>th</sup> April 2020  | <b>A<br/>B</b> |
| <b>6.</b>  | <b>Election of Vice Chairman to the Parish Council</b>   |                |
| <b>7.</b>  | <b>To review and agree the Calendar of meetings for the municipal year 2020/2021</b>   | <b>C</b>       |
| <b>8.</b>  | <b>Election of Parish Council Representatives</b><br>8.1 Village Hall Representative<br>8.2 Cross Border Liaison Group Representative<br>8.3 Planning<br>8.4 Highways including Highway Footpaths & Trees<br>8.5 Footpaths – Rights of Way<br>8.6 Police & Community Safety<br>8.7 Environment<br>8.8 Community Engagement<br>8.9 Finance<br>8.10 Armed Forces |                |
| <b>9.</b>  | <b>To confirm the banking arrangements and signatories for the Parish Council Mandate</b>  | <b>D</b>       |
| <b>10.</b> | <b>To review and agree the following documents (Annual Review)</b><br>View these at : <a href="http://www.greatoxendon.org/website/parish-council/documentsandpolicies/">http://www.greatoxendon.org/website/parish-council/documentsandpolicies/</a><br>10.1 Members Code of Conduct<br>10.2 Standing Orders  |                |

- 10.3 Financial Regulations
- 10.4 The Asset & Land Register
- 10.5 The Risk Register
- 10.6 The Councils Complaints Procedure
- 10.7 Freedom of Information Model Publication Scheme
- 10.8 the Data Protection Policy
- 10.9 Data Breach Policy
- 10.10 Records Retention Policy
- 10.11 Privacy Policy

**11. To review and agree the list of the Council's annual subscription**

- 11.1 Northamptonshire County Association of Local Councils

**12. Financial - Accounts for 2019/2020**

- 12.1 Note the Statement of Expenditure
- 12.2 Note the Statement of Receipts
- 12.3 Note the Bank Reconciliation
- 12.4 Note the Reserves at 31<sup>st</sup> March 2020

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**13. Approval of Payments / Transactions**

			Net Amount	VAT	Total	Power s
			£	£	£	
<b>Direct Debit Payments - Financial Reg 6.7</b>						
1	BT	Broadband (21 <sup>st</sup> April 2020)	47.00	9.40	56.40	LGA 1972 s111
2	ICO	Annual Data Licence	35.00	0.00	35.00	LGA 1972 s111
<b>Payments for approval - Financial Regulation 5.2 (via BACS)</b>						
3	BHIB	Annual Insurance	385.93	0	385.93	LGA 1972 s111
4	EON	Street Lighting Electricity (Jan – Mar)	267.02	13.35	280.37	LGA 1972 s111
5	MJ King	Cleaning of Bus Shelters	40.00	0	40.00	LG (MP) A 1953 s4
<b>Total Expenditure this month</b>			<b>774.95</b>	<b>22.75</b>	<b>797.76</b>	
<b>Receipts</b>						
6	DDC	Precept	7,655.00	0	7,655.00	LGFA 1992 s41
<b>Total Income this month</b>						

**14. Annual Governance and Accountability Return 2019/2020**

- 14.1 Consider the findings of the Internal Auditor – available at the next meeting
- 14.2 Review the system of internal control
- 14.3 Complete and approve the Annual Governance Statement
- 14.4 Consider and approve the Accounting Statement

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14.5 Note the dates for the exercise of public rights

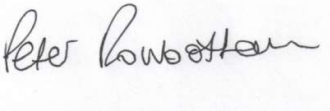
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**15. Any other urgent business**

15.1 Business must be urgent and must be notified to the Chairman before the meeting

**16. To note the dates of Future Meetings:**

- Monday 8th June 2020
- Monday 6<sup>th</sup> July 2020
- Monday 10<sup>th</sup> August 2020
- Monday 7<sup>th</sup> September 2020
- Monday 12<sup>th</sup> October 2020
- Monday 2<sup>nd</sup> November 2020
- Monday 14<sup>th</sup> December 2020
- Monday 11<sup>th</sup> January 2021
- Monday 1<sup>st</sup> February 2021
- Monday 1<sup>st</sup> March 2021
- Monday 12<sup>th</sup> April 2021 (Parish Meeting followed by Parish Council)
- Monday 17<sup>th</sup> May 2021 (Annual Meeting of the Parish Council)



**Mr Peter Rowbotham**  
**Clerk to the Council**  
**5<sup>th</sup> May 2020**

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