

Doddington & Whisby Parish Council

Annual Parish Council Meeting

The Cabin, Blackmoor Farm, Doddington, Lincoln, LN6 4RR

AGENDA 17 May 2022

The Annual Parish Council meeting will be held on **Tuesday 17 May 2022 commencing at 7pm.**

The business to be dealt with at the meeting is listed on the attached agenda.

The meeting is open to the public and there will be a 15-minute public forum when members of the public may ask questions or make short statements to the Council in relation to the business on the agenda.

Sue Aikman

Clerk and Responsible Finance Officer

12 May 2022

Public Forum including reports from NKDC and LCC Councillors

1. Election of Chair and receive Declaration of Acceptance of Office

2. To receive any apologies for absence

3. To receive any declarations of interest

In accordance with the Localism Act 2011 and consider any requests for dispensation in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct

4. Election of Vice-Chair

5. To receive and approve:

The minutes of the Parish Council meeting 11th April 2022 and the extraordinary meeting 3rd May 2022, previously circulated to members and published in draft to the website as required under the Transparency Code for Smaller Authorities.

6. To consider co-option to the Parish Council

7. Finance

a) To formally note items of income

b) To formally approve items of expenditure

c) Bank reconciliation for the year to date to be approved

d) To review spend against budget

e) To consider moving the Parish Council bank account to Unity Trust

f) To consider the Clerk undertaking payroll administration

g) To receive the Internal Auditor's report

h) To review the effectiveness of the system of internal control and consider the findings prior to completing the Annual Governance Statement on the Annual Return for 2021/22.

i) To approve the Annual governance statement on the Annual Return for 2021/22.

j) To consider the Accounting Statements by the members meeting as a whole

k) To approve the Accounting Statements for 2021/22 on the Annual Return.

l) Accounting Statements to be signed and dated by the Chair

m) To confirm that the Parish Council meets the exemption criteria for external audit and to complete the exemption certificate.

8. Planning

a) Applications Received

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b) Applications Decided

22/0273/HOUS Approved	Replace existing boarded panel with simulated barn doors	The Old Bull Pens, Kennel Lane, Doddington
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9. To consider the schedule of meetings for 2022

10. To consider the updating of the Parish Council website to meet accessibility requirements.

11. To review the Parish Council Standing Orders.

12. To review the Parish Council Financial Regulations.

13. Clerk and Councillors Reports (for information only), including a review of actions from minutes and matters that Councillors wish to be brought to the next or subsequent meetings.

No decisions may be made under this section, but councillors may wish to use this to flag up issues.

14. Correspondence

To note correspondence received

15. Date of next meeting

Parish Council meeting 7pm Monday 6th June 2022.