

Doddington & Whisby Parish Council

Annual Parish Council Meeting

Coach House, Doddington Hall, Doddington, Lincoln, LN6 4RR

AGENDA 17 May 2023

Dear Councillor

You are hereby summoned to attend the Annual Parish Council meeting, which will be held on **Monday 22nd May 2023 commencing at 7.30pm.**

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

14 May 2023

To Confirm the Councillors elected and to receive Councillors Declarations of Acceptance of Office and Declarations of Interest

- 1. Election of Chair and to receive Declaration of Acceptance of Office**
- 2. Election of Vice-Chair and to receive Declaration of Acceptance of**
- 3. To receive any apologies for absence**
- 4. To resolve to suspend the meeting and hold a public forum**
- 5. 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
- 6. To confirm that the Parish Council no longer meets the requirements of the Parish Council's (General Power of Competence) (Prescribed Conditions) Order 2012 (SI21012/965)**
- 7. To receive and approve:**
The minutes of the Parish Council meeting 3rd April 2023 previously circulated to members and published in draft to the website as required under the Transparency Code for Smaller Authorities.
- 8. To consider co-option to the Parish Council**
- 9. Finance**
 - a) To formally note items of income
 - b) To formally approve expenditure since last meeting
 - c) To approve items of expenditure

- d) Bank reconciliation for the year to date to be approved
- e) To review spend against budget
- f) To receive the Internal Auditor's report
- g) 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 2022/23.
- h) To approve the Annual governance statement on the Annual Return for 2022/23.
- i) To consider the Accounting Statements by the members meeting as a whole
- j) To approve the Accounting Statements for 2022/23 on the Annual Return.
- k) Accounting Statements to be signed and dated by the Chair
- l) To confirm that the Parish Council meets the exemption criteria for external audit and to complete the exemption certificate.

10. Planning and tree works

a) **Applications Received**

23/0446/TCA	Cedar - Trim lower branches and lift canopy	Doddington Hall, Hall Yard, Doddington
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b) **Applications Decided**

23/0265/HOUS Proposal: Location: Moor	Erection of gates to existing vehicular access to existing dwelling	Winston, Whisby Road, Whisby
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11. **To receive any updates on the unilateral undertaking to secure the £40K against traffic calming measures in the parish of Doddington.**

12. **To review the Parish Council Standing Orders.**

13. **To review the Parish Council Financial Regulations.**

14. **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.

15. **Correspondence**

To note correspondence received

16. **Date of next meeting**

3rd July 2023