

Aspenden Parish Council



To all Parish Councillors

You are hereby summoned to attend the **ANNUAL MEETING of the PARISH COUNCIL MEETING** on **Tuesday 25th May 2021 at 6.00pm in COTTERED VILLAGE HALL** for the purpose of transacting the following business.

Denise Anderson
Clerk to the Council

AGENDA

1. **ELECTION OF CHAIRMAN 2021-2022**
2. **ELECTION OF VICE CHAIRMAN 2021-2022**
3. **APOLOGIES**
4. **DECLARATIONS OF INTEREST**
5. **PUBLIC PARTICIPATION**
To suspend standing orders to allow parishioner and public comments
6. **MINUTES OF PREVIOUS MEETING**
To approve the minutes of the Parish Council meeting held on Monday 8th February 2021
7. **CHAIRMAN'S REPORT**
8. **PARISH COUNCIL DOCUMENTATION**
To review, amend and approve where necessary:
 1. **Standing Orders** – *to replace the standard wording in Standing Orders 18f and 18g to reflect the UK no longer being in the EU*
 2. **Code of Conduct**
 3. **Financial Regulations** – *With the departure of the UK from the European Union, the thresholds under Public Procurement Regulations are now expressed only in Sterling, and the values have been revised. Footnote 3 to Regulation 11.1.c of the Model Financial Regulations, requires updating.*
 4. **Risk Assessment**
 5. **Register of Assets** – updated to include a new noticeboard and 2 new litter bins
 6. **Complaints Procedure**
 7. **Publication Scheme**
 8. **Privacy Policy**
9. **FINANCE**
 - 9.1 To note Finance Report and authorise payments (Report tabled)
 - 9.2 **Annual Governance and Accountability Return (AGAR) 2020-2021**
 - I. Council to formally certify by resolution that it meets the qualifying criteria for exemption
 - II. The Chairman and Responsible Financial Officer to sign and date the Certificate of Exemption
 - III. To formally approve the Internal Auditors Report
 - IV. To formally approve the Annual Governance Statement and signed by the Chairman
 - V. To formally approve the Summary Accounting Statements and signed by the Chairman
 - VI. To formally approve the Period of Public Rights Monday 14th June to Friday 23rd July 2021
 - 9.3 **Parish Council Insurance**
To consider the quote from the Parish Council's current provider and a new quote
10. **PLANNING**
 - 10.1 To receive Planning Report (Report tabled) and current Planning Applications

11. **HIGHWAYS**
 - 11.1 Highways matters to report
12. **PARISH MATTERS** (in alphabetical order)
 - 12.1 **Aspenden Bridleway 3** – update re. proposal to re-classify as a Restricted Byway
 - 12.2 **Aspenden Bridleway 5** – update
 - 12.3 **A10 Pedestrian Crossing Sign** – update
 - 12.4 **Children’s Playground** – to consider the quotes obtained for playground improvements
 - 12.5 **Electoral Review** – report by Clerk
 - 12.6 **Greening Campaign** – update from Cllr Chambers
 - 12.7 **Police Report**
 - 12.8 **Tree Works** – update
 - 12.9 **Village Green and Pavilion Committee** – update
 - 12.10 **General Village Matters**
 - I. Village Clean Up Day – confirmation of date Sunday 23rd May 2021 starting at 9.00am
 - II. Village Green Grass Cutting – request from Cricket Club for financial support towards grass cutting
13. **CLERKS REPORT AND CORRESPONDENCE**
To receive Clerk’s Report and note correspondence received not on the Agenda
14. **DATES OF NEXT MEETINGS**

Date	Meeting	Venue
Monday 21st June 2021	Parish Council Meeting 7.00pm	The Fox Aspenden (Restaurant)
Monday 13th September 2021	Parish Council Meeting 7.00pm	The Fox Aspenden (Restaurant)
Monday 15th November 2021	Parish Council Meeting 7.00pm	The Fox Aspenden (Restaurant)
Monday 7th February 2022	Parish Council Meeting 7.00pm	The Fox Aspenden (Restaurant)

Members of the public are warmly welcomed but are reminded that, unless invited to do so by the Chairman, they are only permitted to speak during the public sessions.