

Tingewick Parish Council Summons to Meeting

Wednesday 31 May 2023 7.00 pm

To members of Tingewick Parish Council, you are hereby summoned to the Annual Parish Council Meeting of the Tingewick Parish Council on 31 May 2023 at 7.15 pm, following the Annual Parish Meeting, to be held in The Village Hall Tingewick for the purpose of transacting the following business.

Issue date – Thursday 25 May 2023

Ruth Millard

Clerk to the Parish Council

Tingewick Annual Parish Meeting will commence at 7.00pm for the purpose of transacting the following business.

1. Apologies
2. Chair of the Parish Council's Report 2022/23
3. Reports from Buckinghamshire Council Councillors.
4. Public Open Forum

The Annual Parish Council Meeting of Tingewick Parish Council will be held in Tingewick Village Hall commencing at 7.15pm, following the APM, for the purpose of transacting the following business.

39/23 Nomination and Acceptance of Office of Chair and Vice Chair

40/23 Apologies and Members' Interests To receive and accept any apologies for absence.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Weedon Parish Council Code of Conduct for Members and by the Localism Act 2011.

41/23 Open Forum For members of the public to raise any issues.

42/23 Approval of Minutes

To agree the minutes from the General meeting held 26 April 2023.

43/23 Review of Council's Statutory and Governance Documents for 2023/24

- a. Standing Orders
- b. Financial Regulations
- c. Code of Conduct
- d. Complaints Procedure
- e. Privacy Policy and Notice
- f. Equality & Diversity Policy
- g. Risk Assessments
- h. GDPR Data Audit & Retention of Documents Policy
- i. Information Policy
- j. Procedure for requests made under the Freedom of Information & Data Protection Act

44/23 Appoint representatives eg. Buckinghamshire Council Community Board Buckingham & Villages

45/23 Review Inventory of Assets and Confirm Insurance Cover

46/23 Review of the Council's subscriptions to other bodies eg. NALC & BMKALC, SLCC

47/23 Determine time and place of ordinary meetings for the next year

To agree time and place of ordinary meetings of full Council up to the next Annual Meeting.

48/23 Annual Governance and Accountability Return 2022/23 To agree to consider and sign off in June.

Note that Parish Council is not exempt from having a Limited Assurance review as payments are over £25,000.

49/23 Planning: no new applications have been submitted.

50/23 Finance and Accounts

- a. Payments
- b. Accounts. To agree statement of accounts and bank reconciliation for end March 2023.

51/23 Environment

a. Footpaths, Footways and Highways/street furniture; Cllr E Maxwell

i. Speed Control. MVAS, Update. ii. Grit bins. iii. Dog and litter bins.

iv. Footpaths inc gates, signs.

v. Highways:

vii. Report regarding devolving Bovis pinch point.

b. Street lighting/Defibrillator

c. Recreational Ground and Play Ground

i. Pavilion; to discuss any update with the works. To discuss parking arrangements

ii. Npower; update regarding the lost Chequed. Grass, Hedges and Verges

e. Management of Tingewick Chapel & Cemetery including horticultural, administration; Cllr M Hornsey

i. Administration. Applications for memorials, EROBs. ii. Review of cemetery Fees for 2023-24 iii Chapel repairs.

f. The Pond; Cllr J Newman g. Best Kept Village Competition;

h. *Coronation.* Consider the purchase of a tree to commemorate the Coronation

52/23 Correspondence and Communications

a. Website b. Community Board. Update

53/23 Tingewick Community Park Trust update;

54/23 Date of next meeting. To agree date of next general meeting Wednesday 28 June 2023

April 2023 Balances

Business Account	26 th April 2023	50,087.82
Treasurers Current Account	26 th April 2023	9,884.96

May Invoices for online payments

MAY 2023			
Hornsey Property Management LTD	LGA 1972, s137	BP 65	238.09
P Lightfoot, various items related to summer fete	LGA 1972, s137	BP 66	340.15
Eon Next Energy, inv. KI-BCACF4F2 - 0023	LG(misc prov) Act 1976, s19	BP 67	39.49
GMT Services, renewal of post around the memorial garden in graveyard	LGA 1972, s214	BP 68	132.80
GJ Millard, reimbursement for post caps	LGA 1972, s214	BP 69	24.00
GJ Millard, reimbursement for fence post graveyard	LGA 1972, s214	BP 70	104.25
Ruth Millard, Locum Work	LGA 1972, s112	BP 71	450.00
Bucks Council, inv.2205051619 dog waste collection		BP 72	350.35
Complete Ground Management Ltd	LG(misc prov) Act 1976, s19	BP 73	18.00
Invoice minus £120 wrongly paid to CGM instead of CJM			
Space Five creative, inv-001854 website care plan	LGA 1972, s111	BP 74	60.00
ER Millard, May 2023 remuneration	LGA 1972, s112	BP 75	364.40
HMRC, May 2023 Income Tax	LGA 1972, s112	BP 75a	91.20
Bannycom Ltd	LG(misc prov) Act 1976, s19	BP 76	601.87
Dial-A-Bin, inv 087713 & 088060		BP 76	48.60