

# Measham Parish Council

Measham Leisure Centre  
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## Notice of Annual Parish Council Meeting

I hereby give notice that the **ANNUAL** meeting of Measham Parish Council will be held at Age UK, on **Thursday 12th May 2022 at 6.30pm.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Dawn Roach

Clerk & RFO to the Council

Members of the public and press are welcome to attend.

## Agenda

### 1 Election of chair

To elect a Chair. (Declaration of Acceptance of Office to be signed)

### 2 Election of vice chair

To elect a Vice Chair.

### 3 Welcome and apologies

Members are reminded that apologies and reason for absence for this meeting must be given to the Clerk at the earliest convenience.

### 4 Public participation

Meeting to be adjourned for public participation. 15 minutes maximum.

### 5 Police Matters

To consider any matters that may be raised by the Police and members and to update on previous issues raised and crimes reported by the Parish Council.

## **6 Declaration of interests**

To receive any disclosable pecuniary and non-pecuniary interests from members on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If an interest becomes apparent to a member during a meeting that has not been disclosed under this item, the member must immediately disclose it.

Members may remain in the meeting and take part fully in discussion and voting unless the interest is pecuniary.

## **7 Dispensations**

To receive any applications for dispensation.

## **8 Confirm minutes**

To approve and adopt the minutes of the meeting of the Council held on Thursday 7th April 2022.

## **9 Parish Clerk report**

To receive the Parish Clerk Report. (For information only).

## **10 Ward Members Reports**

To receive Ward Members Reports. (For information only).

## **11 Financial Matters**

A Invoices - to authorise the invoices for payment.

B Receipts – to note receipts for the last month.

C Financial summary – for info.

D Bank reconciliation – for inspection.

E Bank transfers – for info.

F Review of direct debits.

G Review of banking arrangements:

Two accounts with HSBC and a pre-paid card with Equals.

H Review of subscriptions.

## 12 Annual Accounts

- A Receive and consider Internal Auditors Report.
- B Review of the effectiveness of the system of internal control.
- C **Approval of annual accounts:**
  - Balance Sheet
  - Income & Expenditure Account
  - Bank Reconciliation
  - Supporting Notes inc Asset Register
  - Risk Schedule

## 13 Annual Governance and Accountability Return

- A Annual Governance Statement (Section 1)
- B Accounting Statements (Section 2)

## 14 Appointment of Internal Auditor 2022/23

To approve appointment of Internal Auditor for 2021/22 – recommend retaining the LRALC audit service.

## 15 General Power of Competence

To renew the General Power of Competence.

## 16 Code of Conduct

- A To approve and adopt the revised Code of Conduct.
- B Members to sign a statement agreeing to abide by the adopted Code of Conduct.

## 17 Representatives on other groups and committees

External	No	Elected Member:
Age Uk	1	Glenys Banton
Ashby Canal Forum	1	Vacancy
Flood Wardens	2	Robert Oakes 1 vacancy
Millennium Green Working Group	2	Colin Manifold, Glenys Banton

Measham United Charities	4	Colin Manifold Emma May Robert Oakes Christine Wright
Measham Village Hall	1	Colin Manifold
MLC Management Committee	5	Colin Manifold Glenys Banton Christine Wright David Wright 1 vacancy Robert Oakes (substitute)
MLC Extension Working Party	3	Glenys Banton Colin Manifold 1 vacancy Christine Wright (substitute)
Mercia Funding	1	Colin Manifold
Minorca Liaison	1	1 vacancy
PPG	1	Colin Manifold Christine Wright (substitute)
Redbank Liaison Committee	1	Colin Manifold
LRALC – AGM Voting Member	1	David Wright
Parish Nature Network	1	1 vacancy
<b>Parish Council</b>		Members:
Armed Forces Champion	1	David Wright
Christmas@Measham	4	Glenys Banton 3 vacancies
Community Safety Champion	1	Emma May
Dog Fouling Working Party	2	Colin Manifold Anne Morgan
HS2 Working Party	4	Colin Manifold David Wright Christine Wright 1 vacancy
Jubilee 2022	No set number	Steve Plowman Emma May Colin Manifold Glenys Banton

Planning Committee	5	Glenys Banton Christine Wright Colin Manifold David Wright 1 vacancy Edward Hodgetts (substitute)
Resilience Group	5	Colin Manifold Glenys Banton Emma May Steve Plowman 1 vacancy
Safeguarding Officer	1	Colin Manifold
Parish Survey	4	Colin Manifold Glenys Banton David Wright Christine Wright

## 18 Review of Terms of Reference

To review committees' terms of reference:

- A Jubilee Committee
- B Planning Committee
- C Christmas at Measham
- D Parish Survey

## 19 Policy Review

To review all council policies.

## 20 Review of Register of Interests

Members to review and amend, if necessary, their registers of interest.

## 21 Speed Sign

To receive statistics from the latest location and decide on the next location for the speed sign.

## 22 Current projects

- A Depot/workshop – to receive updates.
- B The Queens Platinum Jubilee 2022 – to receive copy minutes (if available) and update from chair (CM). For information only.
- C Christmas at Measham 2022 - To receive copy minutes (if applicable) and update from committee (GB)

## 23 Dysons Close Play Area

To further discuss surfacing issues and receive quotes for repair.

## 24 Planning Matters (for consideration by the planning committee)

### Decisions made by Planning Authority (NWLDC)

Application No	Proposal	Address	Decision
22/00197/FUL	Demolition of existing conservatory and the erection of a replacement single storey rear extension	6 Rowan Close, Measham	Planning Permission
22/00291/TCA	Felling of Alder tree in a corner of store car park to ground level (unprotected tree in a conservation area)	Tesco Express 30B High Street, Measham	Works to tree within a conservation area. Permission
21/002355/FUL	Proposed single storey side and rear extensions, new canopy to front, loft conversion with rear dormer and render to property	87 Atherstone Road, Measham	Planning Permission

### Applications for discussion [Follow this link to view planning applications](#)

Application No	Proposal	Address
22/00477/ADC	Installation of 2 no. internally illuminated and 2 no. non illuminated fascia signs, 1 no. internally illuminated projecting sign, 1 no. internal glazing vinyl, 4 no. plain frosting and 2 no. non-illuminated dibond panels	Tesco Express 30B High Street, Measham

## Notification of Appeal

<b>Application No</b>	<b>Proposal</b>	<b>Address</b>
21/00466/FUL	Erection of 1 no. detached dormer bungalow	Land adj to 18 Masefield Close, Measham

## 25 Date and location of the next meeting

June 9<sup>th</sup> 2022, 6pm at Age UK.