

BRANXTON PARISH COUNCIL

Parish Council website: www.branxtonvillage.weebly.com

Summons to all Parish Councillors to attend the Annual Parish Council Meeting to be held on Tuesday 10th May 2022 in Branxton Village Hall commencing at 7.05 p.m., or on the rising of the Annual Parish meeting.

AGENDA

1. Election of Chairman for 2022/23

- Parish Councillors to elect the Chairman for the forthcoming year.
- The Chairman to sign the Declaration of Acceptance

2. Election of Vice- Chairman for 2022/23

- Parish Councillors to elect the Vice-Chairman for the forthcoming year.
- The Chairman to sign the Declaration of Acceptance

3. Chairman's Annual Report.

- The Chairman to present his Annual Report for 2021/22

4. Apologies for absence

5. Declaration of Interest

Members are invited to declare any interest they may have in any of the items included on the agenda of this meeting.

6. Request for Dispensation

- To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.
- To consider requests for dispensation.

7. Minutes of the Parish Council Meeting held on 8th March 2022

To receive and endorse the Minutes of the Parish Council Meeting held on 8th March 2022 previously circulated.

8. Any matters arising from the Minutes

- To receive any updates on items not covered on the Agenda

9. Parish Council Policies

- Parish Councillors agree to adopt the Code of Conduct
- Parish Councillors undertake the annual review of the Standing Orders.
- Parish Councillors to undertake the annual review of the Parish Council's Complaints Procedure

10. Parish Council vacancy

- Parish Councillors to receive the resignation of Parish Councillor M Symonds
- Parish Councillors to ratify the display of the vacancy notice.
- Parish Councillors to agree to co-opt to fill the Parish Councillor vacancy.

11. Community Police

- To receive any updates from the local Police Officer

12. County Councillor report

- Parish Councillors to receive an annual report from County Councillor M Mather

13. Annual Governance and Accountability Return for 2021/22

- 13.1 To consider and agree any actions arising from the report of the internal auditor (copy attached)
- 13.2 To approve the Annual Governance Statement (draft copy attached)
- 13.3 To approve the draft annual accounts for 2021/22 (draft copy attached)
- 13.4 To approve the Accounting Statement and Explanation of Variances (draft copies attached)
- 13.5 To confirm and approve the Certification of Exemption (draft copy attached)
- 13.6 To agree the payment of the Internal Auditor.

14. Platinum Jubilee

- Parish Councillors to ratify the purchase of mugs
- Parish Councillors to agree the reimbursement of £105.80 to the Chairman for 20 mugs.
- Parish Councillors to receive any other updates.

15. Clerk's Salary Annual review

- To consider the previously circulated NALC 2021/22 National Pay scales for the Clerk (SCP 16), which came into effect as of 1st April 2021.
- To agree the additional payment of 39.5 hours @ 22p per hr to cover the hours already paid since 1st April 2021.

16. Bus Service/Bus Shelter

- Parish Councillors to receive any updates.

17. Request for donation

- Parish Councillors to consider the request for a donation from The Fourum

18. Financial Statement- Bank Balance £ 756.92 as at 31st March

19. Accounts for Payment

- | | | |
|---------------|----------|---|
| • E I Hunter | £ 156.81 | Clerk's Salary 14.75 hours @ £12.70 per hour + back pay |
| • HMRC | £ 39.20 | PAYE |
| • I MacGregor | £ 105.80 | 20 Platinum jubilee mugs |
| • NALC | £ 55.16 | Annual subscription |
| • ICO | £ 35.00 | Annual Data Protection fee D/D |
| • E Rathbone | £ TBC | Internal Auditor |

20. Planning Application- Parish Councillors to ratify the submission of No Objections to the following planning application.

22/00791/FUL- Construction of detached 11/2 Storey dwelling House- Land West Of Braeside Branxton Cornhill-On-Tweed TD12 4SW

21. Correspondence

- **Glendale Connect-** Annual report & suspended coffee & sunflowers
- **NCC-** Northumberland Local plan – adoption
- **Healthwatch Northumberland-** Northumberland pharmacy needs assessment- 20/5
- **Northumberland Communities Together-** Email suggestions for a meeting.
- **NCC-** New sporting opportunities in Northumberland.
- **Northumbria Police-** Northumbria Connected information.
- **NCC-** Community Resilience workshop 18/5
- **Wooler U3A-** Spring bulletin.

22. Annual Insurance Premium

- Parish Councillors to agree the payment of the Annual Insurance Premium: via e-mail and ratify the decision at the September Parish Council meeting.

23. Local Issues

- Parish Councillors to consider any updates on damaged barrier

24. Parish Council meeting dates for 2022/23

- To agree the dates for Parish Council meetings to be held in 2022/23

25. Any Other Business

26. Date of next meeting TBC

(Sgnd.) Isabel Hunter
Clerk to Branxton Parish Council