

Harmston Parish Council

Chair: Cllr Paul Wallace

You are required to attend the Annual Meeting of the Parish Council, on Tuesday 21st May 2024, immediately following the APM which commences at 7.00pm

to be held at The Memorial Hall, Harmston

There will be a 15-minute public forum for 15 minutes following the APM and immediately before the AMPC, when members of the public may ask questions or make short statements to the council, and your attendance is also requested during this period.

A G E N D A

1 ELECTION OF CHAIR & VICE CHAIR

- a) *To appoint the Chair of the Parish Council*
- b) *To appoint the Vice-Chair of the Parish Council*

2 APOLOGIES FOR ABSENCE

and acceptance of reasons given

3 DECLARATIONS OF INTEREST under the Localism Act 2011

Members of the Parish Council are required to declare any personal or prejudicial interests they may have in any matter which is to be considered at this meeting. In addition, any private or personal non-pecuniary interest in a matter to be considered at this meeting should also be declared (unless it is insignificant or one which is shared with other members of the public generally as a Council Tax payer or an inhabitant of the area).

4 REPORTS TO THE REPRESENTATIVES

To receive reports from the following:

- a) *Local Police*
- b) *County Councillor*
- c) *District Councillor*

5 TO APPROVE THE NOTES OF THE LAST MEETING

- a) *held on 19th March 2024, and the Chairman to sign the official minutes*

6 CLERKS REPORT

To consider the clerks report (emailed)

7 FINANCIAL MATTERS

- a) *To consider the Financial Overview to date for 2024-2025 to date (emailed)*
- b) *To consider the Financial Report for May 2024*
- c) *To consider the VAT Report to date for 2024-2025*
- d) *Monies to be paid*
- e) *AGAR review and approve as appropriate:*
 - i) *Internal audit – consider and note any actions required*
 - ii) *AGAR section 1 – Annual Governance Statement – consider the statements and decide a yes or no for each*
 - iii) *AGAR section 2 – Accounting statements – council to consider the document and confirm its approval*
 - iv) *Exemption certificate – a separate resolution should be made to confirm it meets the criteria for exemption*

8 PLANNING APPLICATIONS

The following planning applications need to be noted:

E-mail: clerk@harmston.info Website: <http://harmston.parish.lincolnshire.gov.uk/>

- a) **TREE WORKS**
- b) **PLANNING** 24/0477/HOUS Broughton Farm Lane, Broughton Lane
PL/0087/23 Land between A46 Hykeham roundabout and A15 Sleaford

9 POLICIES AND DOCUMENTS

- a) *Approve standing orders*
- b) *Approve Financial Regulations*

10 SUBSCRIPTIONS/DONATIONS

- a) *Discuss and agree current payments and additional suggestions*

11 MAINTENANCE

- a) *Discuss and approve quote for play area fence repairs*
- b) *Discuss and approve quote for removal of weeds along paths (by road)*
- c) *Clerk to collate any further maintenance requiring quotes*

12 INSURANCE

- a) *Agree and approve new policy (if received ahead of meeting, alternatively agree amount Clerk may approve)*

13 TRAFFIC ISSUES

- a) *Discuss and agree next steps*

14 DATE FOR THE NEXT MEETING

Next Parish Council Meeting, Tuesday 16th July 2024, to be held at The Memorial Hall, Harmston (unless restrictions alter)