Summons made by Nikki Holt, BPC Clerk on 10th May 2023



Blockley Parish Council

**Notice of the Parish Council Meeting**

You are hereby summoned to attend a meeting of Blockley Parish Council on **Thursday 18th May 2023, 7pm, Village Hall, Paxford** for the transaction of business as stated in the Agenda

**AGENDA**

1. Election of Chair and Vice-Chair of the Parish Council (Chair and Vice Chair to sign ‘acceptance of office’)
2. Welcome and apologies for absence
3. Items for Any Other Business *– Please inform the Clerk before the meeting if you have any items to be brought up under AOB so that time may be allocated.*
4. Declarations of Interest and Dispensations for items on the agenda - *Councillors must declare it if they have an interest in any matter before the council either at the start of the meeting or prior to commencement of discussion of the topic in question:*
5. Appointment of Lead Councillors: Burial Grounds, Finance, Youth & Recreation, Environmental Sustainability, Personnel, Planning
6. Appointment of committees: Personnel Committee
7. Public Participation - Meeting shall be suspended at this point to hear any representations by members of the public on any matter on this agenda. Persons are allowed to speak up to a maximum of 3 minutes on each topic. On conclusion of public participation, council business shall resume.
8. Approval of the minutes of the Extraordinary Parish Council Meeting of 28th February 2023, and Parish Council Meeting of 16th March 2023
   1. Matters arising
9. Planning: review of current planning applications
10. Finance: – Cllr Bryan
    1. Finance Report for 16th March – 31st March detailing all accounts held by the council and end of year position.
    2. Finance Report for 1st April – 16th May 2023 detailing all accounts held by the council.
    3. Propose to accept the internal audit report.
    4. Propose to approve the parish asset list 2023. DRAFT
    5. Propose to accept the end of year bank reconciliations as of 31.03.22.
    6. Propose to accept the bank reconciliations as of 30.04.23.
    7. Propose to approve the 2023/23 Annual Governance Statement (AGAR part 1).
    8. Propose to approve the 2022/23 Annual Accounting Statement (AGAR part 2).
    9. Proposed to approve expenditure from 17th March – 31st March.
    10. Propose to approve expenditure from 1st April – 16th May.
    11. Propose to approve the Financial Regulations Policy 2023. DRAFT
    12. Propose to approve the Standing Orders 2023. DRAFT
    13. Propose purchase of Gallaghers Local Council scheme insurance – Pending quote from complete AR 10.4
    14. Propose to approve the risk management procedures - DRAFT
    15. Propose to approve the rates for Members Allowances and Expenses in accordance with the limits advised by the Parish Remuneration Panel of Cotswold District Council – DRAFT & TBC
    16. Propose to approve the continuation of the clerk’s registration in the NEST pension scheme
    17. Propose to approve the process of BACS payments as stated at Financial Regulation 24.9
    18. Propose to approve the direct debit payments: Grundon, NEST pension, Unity Trust Bank Service Charges
    19. Award 23-24 BPC Grounds contract tender
    20. Propose to approve Paxford to use Village Green for Paxfest 29.07.23 & Grant Application for Paxfest
11. Policy reviews: Review and approve the following
    1. Propose to approve the Code of Conduct 2023
    2. Propose to approve the Social Media Policy 2023
    3. Propose to approve the Grants Awarding Policy 2023
    4. Propose to approve the Data Protection Policy 2023
    5. Propose to approve the Health and Safety Policy 2023
    6. Propose to approve the Grievance Policy 2023
    7. Propose to approve the Complaints Policy 2023
12. Clerk’s update and correspondence log.
13. Any other business
14. Date of Next Meeting: Thursday 15th June 2023