

# KNOCKIN PARISH COUNCIL


Clerk: Penny O'Hagan

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4.5.21

To members of the council,

You are summoned to attend a meeting of KNOCKIN PARISH COUNCIL which will be held at Knockin Assembly Rooms on **Tuesday 11th May 2021 at 19.30**



Penny O'Hagan  
Clerk 01691 682683

## A G E N D A

- 1      **ELECTION OF CHAIRMAN** - To elect the Chairman of the Council and to receive the Chairman's Acceptance of Office
- 2      **ELECTION OF VICE CHAIRMAN** - To elect the Vice Chairman of the Council and to receive the Vice Chairman's Acceptance of Office
- 3      **ACCEPTANCE OF OFFICE** - To note that all councillors declarations of acceptance of office were signed prior to the start of the meeting.
- 4      **TO ACCEPT APOLOGIES FOR ABSENCE**
- 5      **DISCLOSABLE PECUNIARY INTERESTS**
  1. Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. (councillors will be issued with updated code of conduct and register of interest forms)
  2. To consider dispensation applications.
  3. Register of interests - To note the need to ensure that new registers of interest forms are filled out and returned to the Monitoring Officer within 28 days of the election.
- 6      **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 9.3.21 and 23.3.21**
- 7      **REPORTS**
  - a) Police, Shropshire Council, Other reports from councillors and Clerk attending meetings or training courses on the council's behalf

## 8 ANNUAL REVIEW OF COUNCIL REGULATIONS AND PROCEDURES

- a) To review standing orders
- b) To review financial regulations.
- c) Assets register - To review Parish Council's assets register.
- d) Complaints Procedure - To review the Council's complaints procedure.
- e) Freedom of Information Act 2000 – To review the Council's procedures for handling requests made under these acts
- f) Data Protection Policy and data retention policy – to review
- g) Parish Council representatives on other bodies to nominate – SALC Local Committee, Parish Paths Partnership,

## 9 PLANNING MATTERS

a ) **Planning Items for Information** – none received at time of publishing agenda.

b) **Planning matters for discussion** - none at time of publishing agenda

c) **To consider applications received after the agenda has been sent out –**

## 10 FINANCE AND ACCOUNTS FOR PAYMENT

a) **Income** – to note income received

Precept tbc

Neighbourhood Fund tbc

b) **Outstanding Payments for Approval**

Payee	Amount
ALC Subscription	Tbc
ALC Councillor Training	30.00
SP Manweb streetlighting power (1 <sup>st</sup> quarter)	25.20
Knockin Assembly Rooms Grant	£4000.00
B Townson Internal Audit	£50.00

c) **To consider other invoices received after the agenda has been sent out**

d) **2020- 21 Accounts - To approve the following**

i) 2020-21 Accounts - to approve the accounts for the year ending 31 March 2021.

ii) Internal audit report - to consider.

iii) Annual Governance and Accountability Return (AGAR) 2020-21 (copy to follow).

- To consider the Parish Council's response to questions on part 1 of the Annual Governance and Accountability Return - The Annual Governance Statement.
- To consider and approve part 2 of the AGAR, 2020/21 accounting statements.
- To approve explanation of variances and date of publishing AGAR.

e) **Parish Council Insurance** – to review council's insurance levels and to consider quote received from Came and Company.

## 11 PARISH MATTERS

a) **Co-option** – to consider any applications for Co-option onto the Parish Council

b) **Annual Parish Meeting** – to consider any matters raised.

c) **Neighbourhood Fund** – to discuss use of

**d) General Power of competence** To Resolve that the Parish Council meets the criteria to exercise the General Power of Competence.

**e) Scheme of Delegation** -to review

**12 HIGHWAYS**

**a) Rights of Way** -To receive an update on the Parish Paths Partnership project.

**b) Condition of Roads** To consider correspondence from Childs Ercall Parish Council

**13 CORRESPONDENCE** -To consider list of correspondence received since last meeting – circulated via email

a) Crane quality counselling

b) Heritage Lottery funding application Small Rural Church Trail letter of support

c) Inspector Greenaway – Policing in the Parish

d) Morrison’s Seeds of hope Campaign

**14 Meetings**

**a) To agree date and time of next meeting**

**b) Future meeting dates** – to confirm the dates, times, and place of ordinary meetings of the Council for the year ahead