



Tues 24th May 2022

To all members of the Parish Council,

Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972.

Dear Councillor,

In accordance with the above provisions and notice you are hereby summoned to attend the Annual General Meeting of Tollerton Parish Council to be held at **The Parish Rooms, Burnside Grove on Wednesday 1st June 2022 at 7.30pm**

The agenda for the meeting is set out as follows.

Lesa Gilbert - Executive Officer to the Council

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest.**
- 3. Chairman's announcements.**
- 4. Minutes of the Council meeting held on 04 May 2022 for approval.**
- 5. Issues, consultation and matters notified to the Parish Council.**
 - a. Open Session for Members of the Public to Raise Matters of Council Business (*Limited to 15 Minutes*).
 - b. Consultation and public notices issued by other bodies/councils: to agree involvement and response.
 - i. Planning Applications:

To consider and comment on applications notified to the Parish Council, including

 - a. 22/00921/PAR - B T Hoyland & Sons, Hoylands Farm - Change of use from agricultural use to light storage.

Any other application received prior to the meeting.

Confirm planning applications responded to under delegated authority:

 - b. 22/00850/FUL - The Elms Tollerton Lane - Two storey front ext., front ramp and application of render. Conversion of existing detached garage, to include two storey link to existing dwelling, first floor ext. and single storey side ext. - DNO on proviso: no more than 50% increase in volume over what was there in 1947 or when first built.
- c. Reports – to consider reports from parish councillors, working groups and representatives on outside bodies:
 - i. Councillors
 - ii. Council representatives to the Tollerton Community Trust - Tollerton Flying Club Limited
- d. Grant applications.

- i. Tollerton Toddlers – additional room hire cost/storage.

6. Decisions to further the objectives of Tollerton Community Plan:

- a. To protect and enhance Rural characteristics, Community facilities and Village life, including:
 - i. Queens Jubilee Plans – to review plans and risk assessments.
 - ii. Village Fayre- to confirm requirements.

7. Tollerton Parish Council Services and Operations:

- a. Finance & expenditure – to consider and agree matters regarding the monthly statement of budget and expenditure, including:
 - i. Invoices for approval – to review and agree payments.
 - ii. Appointment of auditor
 - iii. Spending under urgency delegated powers – to record for transparency. - None.
 - iv. Annual Governance and Accountability Return (AGAR)
 - a. to consider the assertions in the Annual Governance Statement
 - b. to approve the signing of the Annual Governance Statement
 - c. to review the Annual Accounting Statement
 - d. to approve the signing of the Annual Accounting Statement
- b. Councillor Vacancy – to agree actions following the Councillor Vacancy Notification.
- c. Maintenance of parish council assets and property.
 - i. None.
- d. Contracts and services – to consider and agree matters regarding the Council's contracts for services.
 - i. Grass cutting renewal quotes – to agree grass cutting contractor.
 - ii. Planting and wildflower maintenance – to agree changes to existing arrangements.

8. Parish Council Forward Plan, Action Log and the Month Ahead

- a. Action log – to review and agree actions for the month ahead.
- b. Forward Plan - to review and agree reports and decisions for forthcoming meetings.
- c. Date of Next Parish Council Meeting - Wednesday 6th July 2022 at 7.30pm.

The chairman to move that the press and public be excluded from the meeting during consideration of the following agenda items on the grounds that it involves confidential information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960.

9. Disposal of parish asset – to discuss and agree any further actions.

Notes for the Public: Unless otherwise stated all meetings of the Parish Council are open for the public to join. In the interests of transparency, the council asks that any person who wishes to record the meeting proceedings inform the Chairman prior to the meeting. The agenda is structured into four sections – notification of new issues, decisions on priorities and improvements, ongoing management of the council and planning ahead. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council/agenda items, limited to fifteen minutes, during which the Standing Orders will be suspended.