

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 18th May 2021 in Branxton Village Hall commencing at 7.05 p.m., or on the rising of the Annual Parish meeting.

AGENDA

1. Declaration of Acceptance

- All Parish Councillors to sign a Declaration of Acceptance form.
- To consider an extension of time for Parish Councillors not in attendance to sign a Declaration of Acceptance form.
- All Parish Councillors to complete a Declaration of Interest form

2. Election of Chairman for 2021/22

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

3. Election of Vice- Chairman for 2021/22

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

4. Chairman's Annual Report.

- The Chairman to present his Annual Report for 2020/21

5. Apologies for absence

6. 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.

7. Request for Dispensation

- (i) 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.
- (ii) To consider requests for dispensation.

8. Minutes of the Parish Council Meeting held on 9th March 2021

To receive and endorse the Minutes of the Parish Council Meeting held on 9th March 2021 previously circulated.

9. Any matters arising from the Minutes

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

10. Parish Council Policies

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

11. Community Police

- To receive any updates from the local Police Officer

12. Annual Governance and Accountability Return for 2020/21

- 12.1 To consider and agree any actions arising from the report of the internal auditor (copy attached)
- 12.2 To approve the Annual Governance Statement (draft copy attached)
- 12.3 To approve the draft annual accounts for 2020/21 (draft copy attached)
- 12.4 To approve the Accounting Statement and Explanation of Variances (draft copies attached)
- 12.5 To confirm and approve the Certification of Exemption (draft copy attached)
- 12.6 To agree the payment of the Internal Auditor.

13. Financial Statement- Bank Balance £ 766.00 as at 31st March

14. Accounts for Payment

• E I Hunter	£ 94.96	Clerk's Salary 9.5 hours @ £12.48 per hour
• HMRC	£ 23.60	PAYE
• E I Hunter	£ 33.06	Expenses
• NALC	£ 55.34	Annual subscription
• ICO	£ 35.00	Annual Data Protection fee D/D
• E Rathbone	£ TBC	Internal Auditor

15. Parish Councillor training

- To agree to reimburse the Chairman for attending a training session

16. Planning Application

21/01365/FUL- Proposed alterations and extension to form additional living accommodation and enlarged kitchen. Installation of external

insulation to existing uninsulated dwelling- Marmion Branxton
Cornhill-On-Tweed Northumberland TD12 4SN

17. Street Naming Consultation

21/00906/SN- Street naming for 3 new dwellings- Land North West Of Braeside,
Branxton, Northumberland.
Options: 1) Archers Court 2) Stanley Court
Parish Councillors have already submitted their preference of:
Stanley Court

18. Bank Signatories

- Parish Councillors to agree to update the list of Parish Council bank signatories

19. 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.

20. Local Issues

- The Chairman to provide a verbal update on overnight parking and litter at the car park.
- To consider any actions.

21. Parish Council vacancies

- To agree to display a vacancy notice for the current vacancies for 2 Parish Councillors

22. Play Park Insurance

- Parish Councillors to consider a request from the Branxton Recreation Club for a contribution towards the Annual Insurance Premium.

23. Parish Council meeting dates for 2021/22

- To agree the dates for Parish Council meetings to be held in 2021/22

24. Any Other Business

25. Date of next meeting TBC

(Sgnd.) Isabel Hunter
Clerk to Branxton Parish Council