



# **ASTON CLINTON PARISH COUNCIL**

**Parish Council Office, Aston Clinton Park, London Road HP22 5HL**

**Tel: 01296 631269 Email: [clerk@astonclinton.org](mailto:clerk@astonclinton.org)**

You are hereby summoned to attend the **Annual Meeting** of the **Parish Council** on **Wednesday 17<sup>th</sup> May 2023 at 6.30pm** in the Council Office, Aston Clinton Park, London Road, HP22 5HL

*Mrs S Payne* Clerk/RFO 09/05/2023

## **MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND**

### **AGENDA**

**23.01 To Elect a Chair**

**23.02 To Elect a Vice-Chair**

**23.03 To Receive the Signed Acceptance of Office from the Chair & Vice Chair**

**23.04 Public Participation (limited to 15 minutes)**

For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. Points raised but not on the agenda will not be addressed at this meeting, nor start a debate on the question. The Chairman may direct that a written or oral response is given, or that the item is added to a future agenda as appropriate.

**23.05 To Receive Apologies for Non-Attendance**

**23.06 To Receive Declarations of Interest or Requests for Dispensation**

To Receive Declarations of Interest or Dispensations Relating to this Meeting. In accordance with Sections 30-33 of the Localism Act 2011 and ACPC's Code of Conduct, councillors are requested to disclose personal and prejudicial interests on matters to be considered at the meeting.

**23.07 To Receive & Approve the Minutes of the Council Meeting Held on 19<sup>th</sup> April 2023**

**23.08 To Agree the Membership, Terms of Reference & Appoint a Chair for the following Committees:**

- a. Facilities Committee
- b. Finance & Staffing Committee
- c. Planning Committee

**23.09 To Appoint Council's Representatives on Outside Bodies**

- a. Wendover & Villages Community Board
- b. BMKALC's Bucks Parish Liaison Group
- c. Arla & Olleco Liaison Group
- d. Aston Clinton Youth Club
- e. Bucks Highways Liaison

**23.10 To Review Member's Register of Interests**

**23.11 To Appoint the Clerk as Council's Responsible Financial Officer**

**23.12 Council**

- i. To note the resignation of Cllr A Judge and receive an update on current vacancies
- ii. To review Council's Code of Conduct
- iii. To receive updates from outside bodies
- iv. To consider supporting a request from the Scout's to Buckinghamshire Council to grant a right of way over a narrow strip of land to enable access to a proposed new Scout hall

**23.13 Finance & Staffing**

- i. To receive a report from the Chair of the Finance & Staffing Committee.
- ii. To approve the accounts for the Year Ending 31<sup>st</sup> March 2023
- iii. To note the internal auditor's report & observations
- iv. To approve the Annual Governance & Accountability Return's Section 1: Council's Governance Statement for 2022/23
- v. To approve the Annual Governance & Accountability Return's Section 2: Council's Accounting Statements for the year ending 31<sup>st</sup> March 2023
- vi. To note the period during which interested persons may inspect the unaudited accounts will run from Monday 3<sup>rd</sup> July to Friday 11<sup>th</sup> August 2023
- vii. To note the current direct debits & standing orders from Council's bank accounts
- viii. To approve payments

**23.14 Facilities**

- i. To receive a report from the Chair of the Facilities Committee.

**23.15 Events**

- i. To receive a report from the Chair of the Events Working Group.
- ii. To consider arrangement for the Annual Parish Meeting

**23.16 Highways & Streetlights**

- i. To receive an update on highways & streetlight issues

**23.17 Planning Committee**

- i. To receive the draft minutes of the Planning Committee meeting held on 27<sup>th</sup> April 2023 and note their recommendations.

**23.18 Consultations**

- i. To consider a response to Bucks Council's Charitable Collections Policy.

**23.19 To Resolve that under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.**

**23.20 To Receive an Update on the RKP Lease and Consider a Quote from a Retail Consultant to Provide Advice on the Lease and Act on Behalf of the Council in Negotiations with the Tenant.**