

**Alderminster Parish Council**  
**Annual meeting of the Parish Council**  
**Wednesday 18th May 2022**

**To all members of the Council**

You are summoned to attend a meeting in the Village Hall on Wednesday 18th May 2022 at 7.30 pm for the purpose of transacting the following business.

Maria Norman, Clerk to the Parish Council. Contact [alderminsterpc@gmail.com](mailto:alderminsterpc@gmail.com)

Members of the public are welcome to attend.

**Agenda**

- 1. Election of Chairman**
- 2. Election of Vice-Chairman**
- 3. Apologies:** to receive apologies for absence
- 4. Declarations of interest:**  
Members are reminded that, unless they have been granted a dispensation, if they have a disclosable pecuniary interest in any matter as defined by Regulations made by the Secretary of State where the interest is theirs, their spouse's or civil partner's, or is an interest of somebody with whom they are living as a husband or wife or as if they and must also leave the room for the duration of the matter. They must also disclose the interest if it has not yet been entered on the Authority's register unless it is a sensitive interest.
- 5. Declaration of acceptance of office:** to receive the Chairman's declaration of acceptance of office.
- 6. Minutes of the previous meetings:** to approve the minutes of the meeting of the 16th March and the 27<sup>th</sup> April 2022.
- 7. Annual Governance and Accountability Return Part 2:**
  - a) To receive and approve the internal auditor's report.
  - b) To approve the Annual Governance Statement.
  - c) To approve the Accounting Statements.

d) To certify that Alderminster Parish Council is exempt from submitting an Annual Governance and Accountability Return to the external auditor.

**8. Insurance:** to consider renewing the Council's insurance with Zurich at an annual cost of £300.00.

**9. Grant application:** to consider the application from MEGA for a grant of £300 towards the Jubilee Jazz night.

**10. Review of Financial Regulations:** to review the Council's Financial Regulations and consider what amendments, if any, are necessary.

**11. Review of Standing Orders:** to review the Council's Standing Orders and consider what amendments, if any, are necessary.

**12. Councillors' reports and items for future agendas:**

**13. Planning applications:** to note any planning applications that may be received prior to the meeting:

And to receive the results of the following planning applications:

- i) 22/00507/COUQ Hill Farm, Alderminster: prior approval granted for proposed change of use of agricultural barn to single residential dwelling.
- ii) 22/00521/VARY Land adjacent to Tithe Bungalow, Alderminster: permission granted for variation of condition 2 of planning permission 17/03486/FUL to allow for two rooflights in the north east roof plane of the garage.
- iii) 22/00745/FUL Dormer House, Alderminster: permission granted for new entrance porch, fenestration changes, front entrance wall and gates, new log store to garage and replacement garage doors.

**14. Accounts for payments and finance matters:**

- i) WALC (annual subscription) – £237.00
- ii) HSBC (bank charges March) - £8.00
- iii) WALC (clerk course) - £30.00
- iv) Clerk's salary (March) - £\*\*
- v) HMRC (income tax) - £\*\*
- vi) HSBC (bank charges April) - £8.00
- vii) Clerk's salary (April) - £\*\*
- viii) HMRC (income tax) - £\*\*
- ix) Mrs E Neal (internal audit) - £120.00
- x) Stratford District Council (bin emptying) - £136.25

**15. To receive any correspondence**

**16. Dates of forthcoming meetings**

Penetration