

Pirton Parish Council



Parish Clerk:
Mr Edward Roberts
36 Heathfield Road, Hitchin, Hertfordshire, SG5 1TB
Tel: 01462 431434
Email parishclerk@pirtonparishcouncil.org.uk

To Councillors:
Burleigh, Goodman, Maple, Parkin, Rogers, Rowe. Stirling

4 May 2023

You are summoned to attend the following Meeting:

Pirton Parish Council Annual Meeting to be held at 7.45 pm on **Thursday 11 May 2023 at Pirton Village Hall**

Members of the public and press are invited to attend the meeting.

Edward Roberts
Clerk to Pirton Parish Council

A G E N D A

- 23-01** To elect the Chairman.
- 23-02** To elect the Vice-Chairman.
- 23-03** To receive and accept apologies for absence.
- 23-04** Public participation.
- 23-05** To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation.
- 23-06** To confirm and sign the Minutes of the Parish Council Meeting held on Thursday 13 April 2023 as a true and accurate record.
- 23-07** To confirm and sign the Minutes of the Parish Council Extraordinary Meeting held on Friday 28 April 2023 as a true and accurate record.
- 23-08** To receive Bank Reconciliation and Financial Summary and to approve accounts for payment.
- 23-09** To receive the Clerk's report.
- 23-10** To receive the Annual Internal Audit Report and note the recommendations.
- 23-11** To agree the dates for the Public Rights period as suggested by the external auditor, Monday 5 June – Friday 14 July 2023.

- 23-12** To consider the following resolution: “The Parish Council resolves from 11 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils Act (General Power of Competence)(Prescribed Conditions) Order 2012 to adopt the General Power of Competence.”
- 23-13** To receive the New Pavilion Working Group report.
- 23-14** Planning
- a. To consider Planning Applications (as in Appendix A).
 - b. To receive an update on Blakeney Homes.
 - c. To receive an update on West Lane Farm.
 - d. To receive an update on Wright’s Farm.
- 23-15** To confirm the arrangements for insurance cover.
- 23-16** To confirm bank signatories for the Pirton Parish Council Unity Trust bank account as listed below:
Cllr Amanda Goodman
Cllr Simon Maple
Cllr Jill Rogers
Cllr Nick Rowe
- 23-17** To review and approve the following procedures of the council:
- a. Standing Orders (doc001).
 - b. Financial Regulations (doc003).
 - c. Freedom of Information Act 2000 Publication Scheme (doc007).
 - d. Risk Management Policy (doc011)
 - e. Terms of Reference and Delegation(Doc 014)
 - f. Great Green policy (Doc020)
 - g. Internal Financial Controls Policy (doc 025)
 - h. Financial Reserves Policy (doc 026)
- 23-18** To confirm Direct Debit as the method of payment to Castle Water and the Information Commissioner (Financial Regulations 6.7)
- 23-19** To confirm BACS as the preferred method of payment of invoices received by the council. (Financial Regulations 6.9)
- 23-20** To appoint council representatives to organisations (doc014a):
- a. Tree warden
 - b. HR Committee
 - c. Environmental Committee
 - d. Communications Working Group
 - e. Planning Working Group
 - f. New Pavilion Working Group
 - g. Village Hall Committee
 - h. Bury Trust
 - i. Rands Trust
 - j. Hammonds Committee
- 23-21** To receive an update on Pirton road safety issues, including speed limits..
- 23-22** To determine the time and place of ordinary meetings of the full council up to and including the next Annual Meeting of the full council. Meetings to be held at 7.45pm on the second Thursday of each month in the Village Hall on the following dates:

8 June 2023	13 July 2023	10 August 2023
14 September 2023	12 October 2023	9 November 2023
14 December 2023	11 January 2024	8 February 2024
14 March 2024	11 April 2024	

with the Annual Meeting to take place on 9 May 2024.

- 23-23** To suggest items for the next Meeting of the Parish Council to be held on
Thursday, 8 June 2023 at Pirton Village Hall at 7.45 pm.

Appendix A – Planning Applications

Reference	Detail
i 23/00844/FPH	<p>The Bungalow, Little Lane, Pirton</p> <p><i>Raised roof height and insertion of dormer windows to front and rear roof slopes to create habitable space at first floor level, open sided porch following demolition of existing conservatory and utility room. Alterations to fenestration and external finish on all elevations.</i></p> <p>Comments to Andrew Hunter by 10 May 2023 (extended to 15th)</p>
ii	
iii	

Planning Decisions *(for information only)*

Reference	Detail
i	
ii	
iii	