

Blunham Parish Council Meeting

24rd May 2022

The Annual Meeting of Blunham Parish Council will take place on Tuesday 31/05/22 at 7pm at the Village Hall. All Councillors are hereby summoned to attend. Times are approximate and members of the public are welcome to attend. Clerk to the Council – Jo Graves, 7 Manor Close, Clifton, Shefford, SG17 5EJ. 07563 527415 clerk@blunham-pc.gov.uk

Jo Graves

	Item	Requirement	Time
01:05/22	Election of Chair and Vice Chair	a) Nomination for Chair to be considered. Elected member to sign Declaration of Acceptance of Office of Chair. b) Nominations for Vice Chair to be considered	7.00pm
02:05/22	Apologies for Absence		7.05pm
03:05/22	Declarations of any new Pecuniary Interests	Any new Pecuniary Interests should be declared. They must then be added to the register within 28 days. Existing pecuniary interests already registered do not need to be declared. Members cannot take part in any discussions or vote on matters in which they have a pecuniary interest.	7.10pm
04:05/22	Appointment of Representatives	See info sheet for current representatives	7.15pm
05:05/22	Meeting dates for 2022/2023	a) To agree the Full Council Meeting Dates (see info sheet) b) To identify dates for Planning Committee meetings if required. c) To review Planning Committee Terms of Reference	7.20pm
06:05/22	Minutes of previous meetings & review of matters arising from that meeting & previous agreed actions.	To confirm and adopt the Minutes of the meeting of Extra ordinary Blunham Parish Council held on Tuesday 26 th April 2022. Matters arising from the minutes (for information only)	7.25pm
07:05/22	Public Session	An opportunity for the public to ask the Council questions & make observations about agenda items. There is 15 mins set aside for this agenda item. All questions & comments should be directed to the Chairman. Members of the public are respectfully reminded that this is the only part of the meeting that they can participate in.	7.30pm
08:05/22	Unitary Councillors Report		7.45pm
09:05/22	Highways	See information sheet. To receive Highways Committee report & any other Highways matters that need Full Council consideration.	7.55pm
10:05/22	Maintenance	See information sheet. To receive Maintenance Committee report & any maintenance matters that need Full Council consideration including a) To consider quotations for Dogs Must be on Lead signs for Cemetery b) To discuss what to do with the contents of the Cemetery shed which had to be dismantled following the spring storms. c) To plan cemetery tree maintenance following requests from residents.	8.05pm
11:05/22	Communications	See information sheet. To receive Communications Committee report & any other communications matters that need Full Council consideration. a) To consider contribution to BPFA of £200 to cover hire of games for Big Tea Party event as part of Jubilee Celebrations (Jubilee Budget)	8.15pm
12:05/22	Community Safety	See information sheet. To receive Community Safety Reps report & any other community safety matters that need Full Council consideration	8.25pm
13:05/22	BPFA/Play Area Update	See information sheet. To receive BPFA/Play Area report and any matters that need Full Council consideration. a) To discuss maintenance for Zipwire/cableway.	8.30pm
14:05/22	Planning	See information sheet for Planning applications considered, plus any other planning matters that need Full Council consideration a) Planning Applications for consideration – No new applications received. b) Planning Appeal CB/20/01882/FULL – Land East of Station Road Construction of 20no. residential dwellings with associated parking, public open space, landscaping and access (Revised application) Deadline 9 th June 2022 – respond directly to Planning Inspectorate c) Planning Decisions	8.35pm

		CB/22/00718/FULL – Proposed single storey extension 132 Grange Road – Granted CB/22/00964/LB – Listed Building: Internal wall to be removed - Granted	
15:05/22	Neighbourhood Plan	To discuss producing a Neighbourhood Plan and available funding.	8.45pm
16:05/22	Reports from Representatives	See information sheet. - To receive any reports from Parish Councillors who represent the Parish Council on other committees. - To receive reports from Councillors who have attended meetings on behalf of the Parish Council.	8.55pm
17:05/22	Finance Statement	See information sheet. a) To approve payments due & receive financial statement of accounts.	9.00pm
18:05/22	Year End Accounts and Audit Submission 2021/2022	To consider and approve Year End Accounts, Internal Audit and External Audit Return (circulated with Agenda) a) Year End Financial Report 31/03/22 b) Internal Auditors Report c) External Auditors Return (AGAR) – Annual Governance Statement d) External Auditors Return (AGAR) – Annual Accounting Statement e) Notice of Exercise of Public Rights – 07/06/22 to 18/07/22	9.05pm
19:05/22	Annual Review of Risk and Internal Controls	Annual Review of Internal Controls, Internal Audit Terms of Reference and Annual Review of Internal Audit (circulated with Agenda)	9.15pm
20:05/22	Approval of Direct Debits and Standing Orders	See information sheet for details of Direct Debits and Standing Orders	9.20pm
21:05/22	Policy Document Approval	a) Code of Conduct b) Standing Orders c) Financial Regulations	9.25pm
22:05/22	Correspondence	See information sheet	9.30pm
23:05/22	Next Meeting Date	To agree next meeting date Tuesday 26 th July 2022	9.40pm