



Stainland and District Parish Council  
**56th Ordinary Meeting**  
**Agenda**

23<sup>rd</sup> June 2023

To all members of the Stainland and District Parish Council

You are hereby summoned to attend the 56th Ordinary Meeting of the Stainland and District Parish Council to be held at Stainland & Holywell Green United Reformed Church, Stainland Rd, HX4 9AJ. The meeting will take place on **Thursday 29<sup>th</sup> June 2023 at 19.00 Hrs** for the purpose of transacting the business set out below.

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation.

Laura Peckover- Parish Clerk & RFO

	Item
23.56.01	To note the apologies and accept the reasons for absence or lateness.
23.56.02	To accept the minutes of the Full Council Meeting held in May 2023.
23.56.03	To receive Parish Councillors' declarations of interest.
23.56.04	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish.
23.56.05	To allocate chairs/vice chair to Environmental Committee
23.56.06	To receive reports from the Chairman, Committees and Councillors: <ul style="list-style-type: none"><li>• Chairman</li><li>• Environmental Committee</li><li>• Communications Committee</li><li>• Asset Management Committee</li><li>• Policy &amp; Finance Committee</li><li>• Planning Committee</li><li>• Staffing Committee – Including an update on Training for this cycle.</li></ul>

	<ul style="list-style-type: none"> <li>• Clerk's report</li> </ul>
<b>23.56.07</b>	<p>1)To discuss and agree dispensation for Councillors with declarations of interest/disclosable pecuniary interest in a) The Old Library and b) Drury Lane Allotments. This will enable Council business to continue as "without the dispensation the number of persons prohibited from participating in the particular business would be so great a proportion of the meeting transacting the business as to impede the transaction of the business"</p> <p>Proposal - Dispensation to be granted for the remainder of the financial year (until 31<sup>st</sup> March 2024) to those Councillors with a) declaration of interest in The Old Library and b) disclosable pecuniary interest in Drury Lane Allotments</p> <p>2)To discuss and agree a procedure for removal of dispensation before the full year if the number of participating councillors is felt to be adequate without the participation of the councillors with a declared interest and/or disclosable pecuniary interest.</p> <p>Proposal To agree the following process for removing dispensations and adding this as an addendum to our existing Standing Orders</p> <p>"If at any point until the end of the current financial year, any two Councillors request to the Proper Officer that dispensation to be removed, the matter shall be brought to the next Full Council to make a decision as to whether or not to remove the dispensation. Relevant consideration will be - if there are enough councillors to enable meetings to remain quorate on the removal of the Councillor with dispensation.</p> <p>This will result in the Councillor with declared interest/disclosable pecuniary interest no longer being able to take part in discussions and votes on their item of interest"</p>
<b>23.56.08</b>	To discuss and approve allotment business/decisions to be delegated to environmental committee for site management.
<b>23.56.09</b>	To discuss the recruitment of remaining vacancies.
<b>23.56.10</b>	To discuss and approve the grants awarding policy
<b>23.56.11</b>	To approve the purchase of a new phone for the clerk.
<b>23.56.12</b>	To review & approve Invoices & tenancy agreements for the allotments to enable the clerk to issue to plot holders.
<b>23.56.13</b>	<p>Annual Governance and Accountability Return (AGAR) 2022-23</p> <p>To discuss:</p> <p>i) note the Annual Internal Audit Report for 2022-23 included as part of the AGAR 2022-23.</p> <p>ii) approve Section 1 - Annual Governance Statement 2022-23 for Stainland &amp; District Parish Council, AGAR 2022-23.</p> <p>iii) approve Section 2 - Accounting Statements 2022-23 for Stainland &amp; District</p>

	Parish Council, AGAR 2022-23. iv) approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.		
<b>23.56.14</b>	To review SDPC actual and forecast financial position and decide a realistic way forward to ensure future viability		
<b>23.56.15</b>	To receive financial reports for the current month, including payments made by the committees during April 2023		
Transaction Date	Transaction Description	Debit Amount	Credit Amount
02/05/23	AM Cook -Microsoft	£85.41	
03/05/23	Wages	£994.70	
03/05/23	Rialtas – Software renewal	£124.51	
03/05/23	YLCA Membership	£842.00	
05/05/23	HMRC Vat refund		£3,328.42
05/05/23	Smart pension	£18.00	
24/05/23	Vodafone	£14.82	
24/05/23	Go Local	£132.10	
24/05/23	Cllr Fieldhouse – Barley	£16.00	
24/05/23	Cllr Fieldhouse – Barley	£20.97	
24/04/23	AM Cook website domain renewal	£125.00	
24/05/23	Holywell Green Church	£76.37	
24/05/23	Valets2go	£500.00	
24/05/23	YLCA -Training	£50.00	
30/05/23	Wages	£1008.91	
31/05/23	AM Cook -Microsoft	£85.41	
		<b>£4,094.20</b>	<b>£3,328.42</b>
<b>23.56.16</b>	To receive any Correspondence		
<b>23.56.17</b>	To agree agenda items for the next meeting.		
<b>23.56.18</b>	Date of Next Meeting		