

BOUGHTON PARISH COUNCIL

Minutes of the Annual General Meeting of Boughton Parish Council held at Boughton Village Hall, Butchers Lane, Boughton, on Monday 9th May 2022 at 7.00 p.m.

In Attendance:

Councillors: Cllr John Shephard (Chair of the meeting), Cllr Nasir Chatta, Cllr Carolyn Penny, Cllr Karen Fletcher, Cllr Simon Phipps, Cllr Rosie McDonnell

Apologies: Cllr Charlie Brown, Cllr Sam Di Pane and Cllr Roy Adams

Also present: Ciara Wanstall (Clerk and Responsible Financial Officer)

Members of the Public: Paul Miller (PCSO)

22/2655 Elect a chair for the Parish Council 2022/23 and to receive their signed declaration of acceptance

Cllr John Shephard was re-elected as the Chair and signed his declaration of acceptance form.

22/2656 Elect a vice-chair for the Parish Council 2022/23 and to receive their signed declaration of acceptance

Cllr Simon Phipps was elected as the Vice-Chair and signed his declaration of acceptance form.

22/2657 Election of Parish Council Representatives, if any

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|-------------------------------------|----------------------|
| a) Environment | Cllr Rosie McDonnell |
| b) Buckton Fields Liaison Forum | Cllr John Shephard |
| c) Parish Path | Cllr Rosie McDonnell |
| d) Tree Warden | Cllr Karen Fletcher |
| e) Police SPOC | Cllr Charlie Brown |
| f) Verification Officer for finance | Cllr Nasir Chatha |

22/2658 Governance Documents for 2022/23

Resolved: to review the Standing Orders and Financial Regulations at the next full Council meeting on 13 June 2022.

Resolved: to re-adopt the Code of Conduct with no amendments.

Resolved: to adopt the Internal Financial Control Policy.

Resolved: to adopt the Grant Application Form and Policy, with the main amendment being that grant applications will be reviewed at the next available Council meeting and not bi-annually.

***Resolved:** to approve the “Summary of the Parish Council’s List of Documents and Policies” including a timeline of when each should be reviewed.*

Action: Clerk

22/2659 Agree to the continuation, terms of reference and membership of the Planning Committee

***Resolved:** to agree to the continuation, terms of reference and membership of the Planning Committee, with no amendments.*

22/2660 Finance 2022/23

***Resolved:** to agree to the Parish Council’s “banking arrangements” including the bank mandate and signatories and the direct debits drawn from the Parish Council current account.*

***Resolved:** to approve the Council’s annual subscription to Northamptonshire County Association of Local Councils; Campaign for the Protection of Rural England (CPRE), Northants ACRE (Action with Communities in Rural England) and Society of Local Council Clerks (SLCC). The Clerk to represent the invoices for the subscriptions at the relevant time.*

22/2661 Councillors to review and update, where necessary, their Register of Interests

The Clerk prior to the meeting circulated a copy of the member’s register of interests and a copy of the relevant form should the Councillors need to update their register. Upon receipt of updated forms, the Clerk can forward them to WNC’s monitoring officer.

The meeting closed at 19.18pm

Chair

Date:

13 June 2022