

HEPWORTH PARISH COUNCIL

THE ANNUAL MEETING OF HEPWORTH PARISH COUNCIL WILL BE HELD ON
THURSDAY 19 MAY 2022 AT 7.45 PM

(THIS MEETING WILL FOLLOW THE ANNUAL PARISH MEETING AT 7.00 PM)

AT HEPWORTH PAVILION

AGENDA

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN
 - a) To elect a chairman and to sign the Declaration of Acceptance of Office.
 - b) To elect a vice chairman.
2. PUBLIC FORUM

Members of the public are invited to comment on any agenda item for this meeting or any other matter concerning them and/or the parish. After this opportunity, further comment during the meeting will only be allowed at the Chairman's discretion.
3. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS

County Councillor Joanna Spicer and District Councillor Carol Bull have been invited to attend.
4. APOLOGIES

To receive apologies and record the reasons for any absences.
5. DECLARATIONS OF INTEREST

To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting.
6. REQUESTS FOR DISPENSATIONS

To receive requests for dispensations.
7. MINUTES OF THE PREVIOUS MEETING

To approve the minutes of the meeting held on 20 April 2022.
8. MATTERS ARISING FROM MINUTES

To consider matters arising from the minutes of the meeting held on 20 April 2022 that are not covered by subsequent agenda items.
9. POLICIES AND PROCEDURES

To review and consider adopting the following policies and procedures:

 - a) Standing Orders
 - b) Complaints Procedures
 - c) Disciplinary Procedures
 - d) Financial Regulations
 - e) Grievance Policy
 - f) Health and Safety Policy
 - g) Protocol for Reporting at Public Meetings
 - h) Health and Safety Policy
 - i) Grant Awarding Policy
 - j) Code of Conduct.

10. RISK ASSESSMENT

To review and consider adopting the Financial and Asset Risk Assessment.

11. APPOINTMENT OF REPRESENTATIVES

To consider the appointment of parish council representatives to the following:

Parochial Church Council

Hepworth Recreation Ground (and Pavilion)

Hepworth Charities

12. FINANCE AND ADMINISTRATION

a) To consider and confirm the following payments:

£648.00 to Andrew Swallow – village sign works

£86.35 to N Bennett – items for CEAP emergency pack

b) To review the unaudited Annual Statement of Accounts for 2021/2022.

c) To consider donations to the Parochial Church Council of Hepworth of £250 and to SARS of £150 and any other charities or organisations.

13. PLANNING MATTERS

To consider progress with existing applications and enforcements.

14. TRAFFIC CALMING PROJECT

To review responses from Councillor Spicer and SCC Highways and consider way forward.

15. JUBILEE CORNER

To consider the purchase of a bench for Jubilee Corner.

16. CORRESPONDENCE RECEIVED

To consider any correspondence previously circulated.

17. QUESTIONS TO THE CHAIRMAN

To consider any points of interest for discussion with the Chairman and possible inclusion on the agenda for the next meeting.

18. DATES OF NEXT MEETINGS

To confirm Thursday 16 June 2021 at 7.30 pm as the date of next Parish Council meeting.

Christopher Garman – Parish Clerk

01359 221600 – clerk@hepworthvillage.co.uk

11 May 2022

Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions. Persons intending to report are requested to give notice before the start of the meeting to the Clerk of the Council to enable reasonable facilities to be afforded.