

HEPWORTH PARISH COUNCIL

THE ANNUAL MEETING OF HEPWORTH PARISH COUNCIL WILL BE HELD ON
THURSDAY 18 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 a vice chairman
 - b) To sign the Declaration of Acceptance of Office – all new councillors.
2. CO-OPTION OF NEW COUNCILLORS
To consider co-option of new councillors to fill vacancies post May 23 elections.
3. DECLARATIONS OF INTEREST
To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting.
4. APOLOGIES
To receive apologies and record the reasons for any absences.
5. 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.
6. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS
County Councillor Joanna Spicer and District Councillor Carol Bull have been invited to attend.
7. MINUTES OF THE PREVIOUS MEETING
To approve the minutes of the meeting held on 23 March 2023 (paper).
8. MATTERS ARISING FROM MINUTES
To consider matters arising from the minutes of the meeting held on 23 March 2023 that are not covered by subsequent agenda items.
9. POLICIES AND PROCEDURES

To consider and agree the reviewed Standing Orders, Policy and Procedures document, noting this includes new arrangements for FOI (p60-63), Document Retention (64/65) and Internet Banking (45/45) (paper).
10. RISK ASSESSMENT
To review and agree Risk Assessment (paper).
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 note the monthly finance report and authorise payments (paper).
- b) To note audit report (paper).
- c) To consider and agree Governance Report (AGAR Section 1) (paper).
- d) To consider and agree End of Year Accounts (AGAR Section 2) for 2022/23 (paper).
- e) To consider donations to charities.
- f) To consider and agree dates for future Parish Council meetings (paper).

13. PLANNING MATTERS

To consider new planning applications and progress with existing applications and enforcements.

- New application: [DC/23/0616/FUL](#) - Change of use of agricultural land to residential curtilage (class C3), Star Cottage, North Common, Hepworth, Diss, Suffolk.

14. HIGHWAYS MATTERS

To consider progress with ongoing projects and issues.

15. CORRESPONDENCE RECEIVED

To consider any correspondence previously circulated.

16. 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.

17. DATES OF NEXT MEETINGS

To confirm Thursday 22 June 2023 at 7.30 pm as the date of next Parish Council meeting.



Andy Osman
Parish Clerk
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10 May 2023

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.