



Redbourne Parish Council

Jo Curtis – Parish Clerk
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Dear Councillor

You are hereby summoned to attend the **Annual Parish Council Meeting** on **Tuesday, 7 May 2024**. The meeting will be held at **St Andrew's Church**, Redbourne and will commence at **19:00**.

The agenda is set out below.

Members of the public and press are welcome.

Jo Curtis

Jo Curtis – Parish Clerk
30 April 2024

Public Participation

Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda. Meetings may be recorded.

Agenda

- 24/25 – 001 Election of Chair**
To appoint the Chair of Redbourne Parish Council for 2024/25 and signing of the Chair's Declaration of Acceptance of Office
- 24/25 – 002 Apologies**
To note apologies for absence
- 24/25 – 003 Election of Vice-Chair**
To appoint the Vice-Chair of Redbourne Parish Council for 2024/25
- 24/25 – 004 Election of other Committee Representatives**
- Personnel Committee
 - NATS representative
- 24/25 – 005 To approve the Internal Auditor for 2024/25**

- 24/25 – 006 To review and approve the following policies and procedures**
- Standing Orders & Financial Regulations.
 - H & S and Financial Risk Assessment policies.
 - Scheme of publication policy.
 - Equal Opportunity policy.
 - Complaints procedure.
 - Members and officer protocol
 - Terms of reference for the Personnel Committee.
 - Disciplinary & Grievance Procedure.
 - Child Protection and Safeguarding Vulnerable Adults policies.
 - Community Emergency Plan.
- 24/25 – 007 To confirm all Councillors have reviewed their register of interests**
- 24/25 – 008 To review and approve the dates for the ordinary Parish Council meetings for 2024/25**
- 24/25 – 009 Declarations of Interest**
- To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared
- To note any dispensations granted to any member of the council in respect of the agenda items listed below
- 24/25 – 010 Minutes of Previous meeting**
- To approve the Minutes of the Parish Council Meeting held on Tuesday 2 April 2024
- 24/25 – 011 Governance & Financial Matters**
- i. Year End Accounts - to receive and approve reports
 - Variance Report 2023/24
 - ii. Governance Statements – to receive and sign off
 - Internal Auditor’s Report 2023/24
 - Annual Governance Statement 2023/24
 - Accounting Statements 2023/24
 - Agree dates for public notice for period of exercise of public rights to 2023/24 accounts
 - iii. Payments - To approve the monthly accounts for payment.
 - iv. To consider membership renewal for ERNLLCA for 2024/25.
 - v. To consider membership renewal for CPRE for 2024/25.
 - vi. To review the insurance policy determining any actions required.

- 24/25 – 012 Report from Ward Councillors**
Ward Councillors to update the Parish Council on activities within North Lincolnshire Council
- 24/25 – 013 Planning**
To discuss and resolve any action on:
- PA/2023/1218 - Siting of a Concrete Batching Plant for the production of Ready-Mix Concrete for the construction industry.
- PA/2022/951,1282, 1294 - Breach of planning
- Other Planning matters and applications between meetings
- NLC Land – Hibaldstow Airfield – update study for the feasibility and installation of green energy to benefit the local communities.
 - Update on Redbourne Flood Mitigation Scheme – A15 Attenuation Pond – the completion of the upstream attenuation pond on the A15 at Island Pond Plantation is vital and the major prevention for further flooding in the village. Until this part of the scheme is completed the village remains at risk of further flooding. Formal request to be made to NLC asking for update and timescale for completion.
 - PA/2019/235 - Update on planning breaches at Slate House Quarry
 - PA/2018/792 PA/2021/1240 PA/2022/1818 – Fairfield - Planning permission for residential development with all matters reserved - Carr Lane.
- 24/25 – 014 Community Safety Matters**
To discuss and resolve any action on matters affecting Community Safety
- i. To consider purchasing an Auto Speed Watch roadside unit
- 24/25 – 015 Community Facilities and Open Space Management**
To discuss and resolve any action on:
- i. Play Area projects:
 - Climbing frame
 - Tennis courts
 - ii. Updates from the Gardening Group
 - Update on repairing/replacing the hedge on Vicarage Lane
 - Update on sustainable planting grant
 - iii. Update on ownership of the old A15 land.
 - iv. Updates on funding and quotes to repair the church clock
 - v. Other Community Facilities and Open Space Management matters
 - Lighting in churchyard
 - vi. To receive an update on the 1940s event to commemorate the D-Day 80th anniversary in June 2024
- 24/25 – 016 Clerk's & Councillor Updates**
- Clerk to update on outstanding Highways / Footpaths / NLC issues
 - All to update on items requiring attention since the April meeting not already discussed
 - To receive agenda items for the next meeting

24/25 – 017 Date and time of the next meeting

The Council will consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the following items to be discussed

24/25 – 018 Staff Payments

- To authorise payment of Clerk's salary and expenses