

SWANBOURNE PARISH COUNCIL

ANNUAL GENERAL MEETING OF PARISH COUNCIL

Wednesday 18th May 2022 at 7.00pm,
To be held in Swanbourne Village Hall

AGENDA

1.	<u>Apologies</u> 1. To receive apologies for absence.	Chair	7.00
2.	<u>Declarations of interest</u> To receive any declarations of interest.	Chair	
3.	<u>Minutes</u> 1. To approve the minutes of the Parish Council meeting held on 9 March 2022. 2. To receive update on action points.	Chair	7.05
4.	<u>Annual return 1/4/21 to 31/3/22</u> To review and approve the following: 1. Internal audit comments (Appendix A : Internal audit review 21/22) 2. Annual Governance Statement (Chair and clerk to sign) 3. Annual Accounting Statement (Chair to sign) 4. Certificate of exemption 5. Asset register 6. Risk register And agree: 7. 30 day notice period for exercise of public rights	Chair and Clerk	7.10
5.	<u>Parish Chairman's update</u> 1. To receive business update from the Chair 2. To discuss and agree Parish Councillor roles for 22/23 3. To discuss and agree election or co-option of new Councillor	Chair	7.55
6.	<u>Public participation</u> To receive questions or comments from members of the public present.		8.10
7.	<u>Finance</u> 1. To ratify items of income and expenditure since the last meeting (Appendix B: Finance and Planning, Item 1) 2. To consider costs of electricity going forward. 3. Approval of updated final budget for 2022/3 (Appendix B: Finance and Planning, Item 2)	Clerk	8.20

8.	<u>Planning applications</u> To receive update on planning applications received and in progress (Appendix B : Finance and Planning, Item 3)	Chair	8.30
9.	<u>Playing field</u> 1. To receive update from the Playing Field Group 2. To receive proposal for Playground signage 3. To approve strategy for equipment inspection and maintenance. 4. To receive update on ongoing repairs.		8.40
10.	<u>Road, parking and traffic issues</u> 1. To discuss options for protection of verges: Smithfield End. 2. To further consider a review of street lighting. 3. To discuss Chairman's email to Iain McPherson regarding speed issues dated 11 th April 2022.		8.55
11.	<u>Reports from Councillors</u> To receive update and report from all council members. Including: 1. Repair to noticeboard 2. Preparations for Platinum Jubilee 3. Update on plans for Wild Aylesbury Vale micro grant award. 4. Memorial garden maintenance.	All	9.10
12.	<u>Parish Assembly 25/5/22</u> 1. To consider and approve Chairs agenda for the Parish Assembly meeting (Appendix C : Assembly agenda) 2. To agree format and logistics of event.		9.30
13.	<u>Next meeting</u> Wednesday 25 th May Parish Assembly. Wednesday 14 th September.		
	Close of meeting.		

Jo Tudor,
Clerk to Swanbourne Parish Council
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