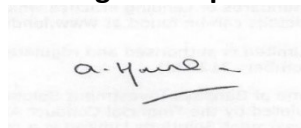


PEAKIRK PARISH COUNCIL

Clerk: Mrs A Hankins
8 The Park
Peakirk
Peterborough
PE6 7NG
Tel: (01733) 253397

The Annual meeting of Peakirk Parish Council will be held on Monday 16th May 2022 in the Village Hall, starting at 7:30pm.



A Hankins
Clerk to the Council
Date: 10th May 2022

AGENDA

1. To elect a Chair.
2. Chair to sign Declaration of Acceptance of Office of Chair.
3. Councillors to sign Declarations of Office.
4. To note apologies – Cllrs Crowson and Fovargue
5. To record declarations of interest.
6. To elect a Vice-Chair.
7. To appoint members to serve on the Planning Working Group.
8. To appoint representatives to/for the under-mentioned:
 - (a) Media/ Publicity
 - (b) CAPALC
 - (c) Peterborough Parish Liaison Committee.
 - (d) Village Hall Committee
 - (e) Climate Emergency Group
 - (f) John Clare Countryside Project
 - (g) Tree warden
 - (h) Flood Warden
 - (i) Community Emergency Response Co-ordinator.
9. To note existing policies and procedures and recommend review where appropriate:
 - (a) Charitable donations
 - (b) Planning applications and planning pre-application discussion/ meeting (July 2017)
 - (c) Purchase/laying of poppy wreath
 - (d) Complaint procedure
 - (e) Communications policy
 - (f) Terms of reference for representation on outside bodies
 - (g) Sustainable procurement policy
 - (h) Grievance and disciplinary policy
 - (i) Asset management policy
 - (j) Freedom of Information policy
 - (k) Volunteer policy

- (l) Emergency Plan – recently reviewed, final draft awaited.
 - (m) Tree Policy
 - (n) Asset management policy
 - (o) Single Use plastic policy
10. To receive current Asset Inspection Log and note any works outstanding.
 11. To agree dates and times of ordinary meetings for the period January 2023– December 2023 and date for the Annual Parish Meeting.
 12. To agree the continuation of appointment of Mr Rod Gall as the Internal Auditor.
 13. To approve minutes of the previous meeting dated 12th April 2022.
 14. Correspondence:
 - 14.1 Clerks and Councils Direct, May Edition.
 - 14.2 Police & Crime Commissioner local round table event (Microsoft teams) – 11th July
 - 14.3 National Allotment Society Magazine.
 15. Planning:
 - 15.1 To consider planning application 22/00346/FUL for change of use from agricultural field to storage of landscaping materials (retrospective) on land west of Meadow Road, Peakirk.
 - 15.2 To note any other planning matters.
 16. Finance:
 - 16.1 To approve payment of Home Working Allowance in the sum of £10 and salary payment to Mrs A Hankins for May.
 - 16.2 To approve renewal of membership subscription to CPRE in the sum of £36.
 - 16.3 To receive and note the Annual Internal Audit Report 2021/22.
 - 16.4 To complete and approve the Annual Governance Statement 2021/22.
 - 16.5 To complete and approve the Accounting Statements for 2021/22.
 - 16.6 To declare the council exempt from the requirement for a limited assurance review.
 - 16.7 To consider insurance renewal quotes received.
 - 16.8 To authorise payment of invoice from Mr Harding for grass cutting.
 17. Allotments – report from Cllr Clark including funding for the Water Collection Structure held over from previous meeting.
 18. Maintenance:
 - 18.1 Grass-cutting
 - 18.2 Weeds
 - 18.3 Bus shelter
 - 18.4 Play equipment
 19. To consider councillor attendance at NALC on-line training events and authorise appropriate expenditure.
 20. To receive Councillors reports including John Clare Countryside Project, Peakirk Climate Emergency Group and Jubilee Working Group.
 21. To consider any matters arising from the Annual Parish Meeting.
 22. Item to consider future ways for productive communication with the parish and receipt of feedback to be deferred to the next meeting.
 23. To note the date of the next meeting – Monday 20th June.

PLEASE NOTE THAT UP TO 10 MINUTES WILL BE ALLOWED AT THE START OF THE MEETING FOR PUBLIC QUESTION TIME