



All councillors are summoned to the

**Annual Parish Council Meeting of Tur Langton Parish Council
Tuesday 25th May 2023 in Tur Langton Village Hall at 7.30 p.m.
AGENDA**

1. To elect a Chair of the Council
2. To receive Chair's Declaration of Office or to decide when it shall be received
3. Signing of Declaration of Office (Councillors) and to decide when any which have not been received as provided by law shall be received.
4. To elect a Vice Chair of the Council
5. To receive apologies for absence
6. To adopt Vacancies Policy
7. Co-option 7.1 To consider co-option to fill vacancy left unfilled. 7.2 To decide when Declaration of Office shall be received. 7.3 To agree to fund training for new councillor
8. Declarations of disclosable pecuniary interests and granting of dispensations.
9. To approve and sign the minutes of the previous meeting held 7th March 2023
10. Public comments and comments on items on the agenda
11. To appoint members to undertake: 11.1 Spot checks during grass cutting 11.2 Checks of Street Furniture 11.3 Checks of Account reconciliations 11.4 Defibrillator Checks
12. To appoint representatives to the Village Hall Committee and to consider dispensations for representatives to Village Hall Committee
13. Clerk's Report including Year Plan and LRALC update
14. Reports and updates from 14.1 County Councillor 14.2 District Councillors 14.3 Police Update
15. Planning 15.1 General Report and update on applications / decisions from Harborough District Council 15.2 To receive and accept comments agreed under the Scheme of Delegation 15.3 List of important trees update. 15.4 To agree response to 23/00660/TCA – works to trees (fell), land at junction of Cranoe Road and Melton Road, Tur Langton 15.5 Enforcement

Clerk to the Council

56, Naseby Way, Great Glen, Leicester. LE8 9GS

07763177707 /e-mail: clerk@turlangtonparishcouncil.org.uk

16. To review and adopt

- 16.1 Code of Conduct
- 16.2 Standing Orders
- 16.3 Financial Regulations
- 16.4 Internet Banking Policy
- 16.5 Subject Access Request Policy
- 16.6 Data Breach Policy
- 16.7 Data Management and Information Security Policy
- 16.8 Policies and Procedures for handling requests for information
- 16.9 Document Disposal and Retention Policy
- 16.10 Scheme of Delegation

17. Website

- 17.1 Domain
- 17.2 Website Accessibility Review (Wix Accessibility Wizard) – Cllr Officer

18. Finance and Audit 22/23 (1)

- 18.1 Approval of accounts reconciliation to 31/3/23 and to note payments and receipts to 31/3/23 not previously minuted.
- 18.2 To approve Exemption Certificate
- 18.3 To receive and note Internal Auditor's Report
- 18.4 To approve Annual Governance Statement

19. Finance and Audit 22/23 (2)

- 19.1 To approve Accounting Statement
- 19.2 To agree Inspection Period

20. Finance and Audit 23/24 Year

- 20.1 RFO Report including noting of payments and receipts from 1/4/23.
- 20.2 To receive and accept decisions made by delegated authority.
- 20.3 To approve list of payments arising on a regular basis for 23/24 year
- 20.4 To agree Internal Auditor for 23/24 year
- 20.5 Review of bank and building society mandate and signatories
- 20.6 To approve for payment
 - 20.6.1 Tur Langton Village Hall, room hire for meetings 23/5/23 - £5.00.
 - 20.6.2 LRALC and NALC subscription - £176.45
 - 20.6.3 Clerk reimbursement for upgrade of website domain - £147.90
 - 20.6.4 SLCC Renewal - £139.00

21. Assets

- 21.1 Health and Safety Check of Assets
- 21.2 Notice Board – Cllr Bladon
- 21.3 Refurbishment of Phone Box – Cllr Staveley

22. Village Hall Memorial Garden sign – update on design and quotations**25. Defibrillator – replacement of spare electrodes****26. Highways**

- 26.1 General Report
- 26.2 Traffic Calming
 - 26.2.1 MVAS – identification of possible sites and consultation with neighbouring properties
 - 26.2.2 Review of research of other options
 - 26.2.3 To agree way forward
- 26.3 Community Speedwatch

26.4 Snagging list 26.5 Footpaths
27. Review of Neighbourhood Plan – Cllr Officer
28. Grass Cutting update
29. Website History Page
30. Community Engagement - Newsletter
31. To confirm the date of next meetings and items for next agenda

Members of the public and press are welcome to all Council meetings. For further information relating to agenda items, please contact the clerk to the Council.

Alison Gibson - Clerk to the Council