



25th April 2022

Councillors, you are hereby summoned to attend the Annual Meeting of the Parish Council on **Wednesday, 4th May 2022** immediately following on from the Annual Parish Meeting for the Electors of Odell which starts at 7:00pm in Odell Village Hall

Councillors are asked to notify the Clerk of any matters they wish to raise at the meeting in order that a supplementary agenda can be issued if appropriate. Please send apologies prior to the meeting to Mrs D Robins, Clerk.

Members of the public welcome!

Signed: D Robins, Clerk

AGENDA

- 1 **Election of Chairman**
To elect Chairman for the ensuing year
- 2 **Election of Vice-Chairman**
To elect Vice-Chairman for the ensuing year
- 3 **Apologies**
- 4 **Appointment of Councillor Responsibilities and Representatives**
 - Highways
 - Footpaths and ROWs
 - Playground
 - Planning
 - Village Hall
- 5 **To review internal controls, procedures and policies including:**
 - Standing Orders
 - Financial Regulations
 - Health & Safety
 - Risk Assessment
 - Data Protection Procedure/GDPR
 - Eligibility for General Power of Competence
- 6 **Proposed Meeting Dates for 2022/2023**
6th July, 7th September and 2nd November 2022
4th January, 1st March and 3rd May 2023

Public Participation

[At this point in the meeting, members of the public may, at the discretion of the Chairman, address the Council, ask questions of the Council or request items to be included for the next Agenda for consideration.]

- 7 **Disclosures of Interests**
Members are invited to declare any personal or prejudicial interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members.
- 8 **Minutes**
To consider approving the Minutes of the Parish Council Meeting held on Wednesday, 2nd March 2022 (Copies previously circulated)
- 9 **Matters Arising from Minutes**
- 10 **Neighbourhood Plan Update**
- 11 **Reports**
 1. Borough Councillor Field-Foster
 2. Odell Village Hall
 3. Crime Statistics
- 12 **Portfolio Reports/Updates**
 1. Highways
 2. Footpaths/ROW
 3. Playground
 4. Flood Group
 5. Planning
- 13 **Planning Applications**
 1. 22/00860/FUL Replacement dwelling following demolition of existing at Westwood Farm, Odell Road, Odell
- 14 **Parking of Local Construction Vehicles – [MA]**
- 15 **Queen's Platinum Jubilee Celebrations – Update**
- 16 **Finance**
 1. To approve invoices for payment and to note any income
 2. To receive information regarding the current financial statement including Year End Accounts 2021/2022 with Internal Audit review
 3. To approve the Parish Council's exemption from limited assurance review, if applicable
 4. To approve Annual Governance Statement for 2021/2022
 5. To approve Accounting Statements for 2021/2022
 6. To review insurance arrangements
 7. To review memberships to professional bodies
 8. To approve arrangements for Play Area annual inspection
 9. To review Clerk's salary and contract w/e from 1st April 2022
 10. To approve changes to Bank Mandate
 11. To confirm Trustees of The Odell Allotment for Gravel Pit
- 17 **Matters Arising from Correspondence/AOB**
 1. Letter from Fisher German LLP re: Prospective site to meet local housing need
 2. Hedgehog Highway Project - <https://hedgehogsrus.co.uk/hedgehog-highway-project>
- 18 **Date of Next Meeting**
Wednesday, 6th July 2022 at 7:30pm in Odell Village Hall

Please note: Minutes are available on our website or by request from the Clerk. This agenda is correct at time of publishing but may be subject to change. Please check our website for any amendments or updates on: www.odell-pc.gov.uk