

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Annual Parish Meeting of the Parish Council and the Parish Council Meeting will take place at St Leonards Village Hall on Tuesday, 30th May 2023 at 6.30pm

AGENDA

ANNUAL MEETING OF THE PARISH

- 5567) To receive apologies for absence
- 5568) Election of the Chairman and Vice Chairman
- 5569) To receive the Chairman's Declaration of Office, countersigned by the Proper Officer or, if not then received, to decide when it shall be received
- 5570) To appoint representatives for Turpin Charity and St Leonards Parish Hall

PARISH COUNCIL MEETING

- 5571) To approve the minutes of the meeting of the Parish Council held on 18th April 2023 and deal with any Matters Arising
- 5572) To receive declarations of interest
- 5573) Reports from Buckinghamshire Councillors
- 5574) To suspend standing orders and invite questions from members of the public
- 5575) Reports
 - (a) Chairman's Report and Questions including
 - (i) Changes to meeting schedule
 - (ii) Councillor responsibilities
 - (iii) Consider potential projects for a Community Board grant
 - (b) Clerk's Report including:
 - (i) To note the review and approval of the following governance/policy documents:
 - Standing Orders
 - Financial Regulations
 - Code of Conduct
 - Complaints Policy
 - Asset Register
 - (ii) To note the review, and at the next meeting, approval of the following governance/policy documents:
 - Publication Scheme
 - Data Privacy Policy
 - Risk Analysis Schedule
 - Internet Bank Procedures
 - Accessibility Statement
 - (ii) To note that the Covid-19 Continuity Plan has been archived
- 5576) Finance
 - (a) To note the following regular orders of payments
 - (i) Clerk's net salary for May 2023
 - (ii) HMRC – £110.00
 - (c) To approve the following orders for payment and any other arriving after this notice
 - (i) Clerk's Expenses - £205.97 (which includes 50% PO Box of £198)
 - (ii) Hall Hire - £22.75
 - (d) To note the following payments to the parish council:
 - (i) VAT return for the last financial year - £153.46
 - (ii) Devolution payment - £1227.88
 - (e) To review and approve the insurance for 2023/24 with a premium of £319.47
 - (f) To note The Council's regular payments and review Direct Debits
 - (i) Clerks salary

- (ii) HMRC
- (iii) Dog bin collection
- (iii) Information Commissioner's Office – Data Protection Registration Fee (Direct Debit)
- (iv) Water Bill Allotments (Direct Debit)

- 5577) Planning (see planning schedule)
- (a) To note any responses to planning applications since the last meeting
 - (b) To deal with any planning applications, including those received after the date of this notice:
 - (i) PL/23/1360/FA - Dundridge Manor Oak Lane St Leonards Buckinghamshire HP23 6NN
 - (ii) Consultation on PL/23/1114/FA - The Chiltern Velo Café Hawridge
Common Hawridge Buckinghamshire HP5 2UQ
 - (c) To receive decisions from Buckinghamshire Council – see schedule
 - (d) To receive notice of appeals – see schedule
 - (e) To receive an update on enforcement matters – see schedule
 - (i) OS Field 4800 Cholesbury Lane
- Breach of planning control: Without planning permission, the material change of use of the Land to a caravan site for residential purposes by the stationing of caravans ("the Unauthorised Use") and integral to and to facilitate the Unauthorised Use, the laying of hardstanding, the creation of a new vehicular access onto Cholesbury Lane and the erection of a timber outbuilding.
- 5578) To consider matters relating to Highways and Rights of Way
- (a) Review Highways and Rights of Way Schedule and to consider whether to continue to maintain the schedules
 - (b) Other highways matters
- 5579) To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and other maintenance matters
- 5580) To note date of the next meeting:
- (i) Tuesday, 20th June 2023 at 6pm