

UPTON PARISH COUNCIL
1 Dovecote Close
Upton
Gainsborough
Lincolnshire
DN21 5NG

15.05.2023

Dear Councillor.

You are hereby summoned to attend the Annual Meeting of Upton Parish Council to be held at Upton Chapel Schoolroom on Thursday 18th May 2023.

Your attendance at such meeting is hereby requested to transact the following business.

There will be a 15-minute public forum when members of the public may ask questions or make short statements to the Council.

AGENDA

1. To receive Declarations of Acceptance of Councillor and to sign acceptance of Code of Conduct.
2. To elect a Chairman for the ensuing year.
3. To receive Declaration of Acceptance of Office of Chairman of Upton Parish Council
4. To elect a Vice Chairman.
5. To receive Declaration of Acceptance of office of Vice Chairman of Upton Parish Council.
6. To receive Register of Members Interest.
7. To receive and accept apologies by the clerk.
8. To receive declarations of interest under the Localism Act 2022-being pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
9. Minutes of the last meeting.
Notes of the last meeting held on the 7th March 2023 to be approved as the minutes.
10. Financial Issues to include:
 - a) To authorise Clerks expense and salary for period March/April 2023.
 - b) To authorise payments and receipts made since the last meeting held 7th March 2023.
 - c) To approve the Parish Council Annual Internal Audit report.
 - d) To sign the Declaration of Exemption for 2022/2023.
 - e) To approve the Annual Governance Statement for financial year 2022/2023.
 - f) To appoint an internal auditor for the year 2023/2024.
 - g) To discuss asset register and any maintenance required and to agree a figure for insurance for 2023/2024.
 - h) To receive and accept latest insurance quote for 2023/2024.
To accept and approve any grants applied for.
11. GDPR compliance update.
12. To review and accept Upton Parish Council's standing orders.
13. Report from Clerk/Chair: To include correspondence received including previously circulated emails.

Clothes Bank
Solar Farm update
Footpath leading from Church Road.
Scarecrow competition results
Community Speed Watch

14. Planning Application for consideration
15. Planning Applications decisions.
16. Crime report.
17. Village Hall report.

Date of next meeting 11th July 2023.