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16 May 2024

**To: Cllrs Sarah Amexheta, Simon Davies, Grahame Durrant, Alex Firth (Chairman), Nicky Jackman, Sue O'Brien, Ian Pegrum,**

Councillors are respectively summoned to attend this meeting for the transaction of business in the agenda below. The meeting is open to members of the public and press. Please note that in line with the Council's Environment Policy there will be no papers provided, all relevant information is available on our website [www.kimptonpc.org.uk](http://www.kimptonpc.org.uk)

## **Kimpton Parish Council Annual Meeting**

to be held on

**Wednesday 22 May 2024**

**Kimpton Memorial Hall at 7.30pm**

*C Helmn*

Mrs C Helmn

**Clerk to Kimpton Parish Council**

*To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.*

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### **AGENDA**

- 24/045 Election of Chairman**  
To elect a Chairman for the year 2024/25 and sign Declaration of Acceptance of Office
- 24/046 Co-option**  
To review applications for the vacancy of Kimpton Parish Councillor
- 24/047 Election of Vice-Chairman**  
To elect a Vice-Chairman for the year 2024/25 and sign Declaration of Acceptance of Office
- 24/048 Apologies**  
To receive and accept apologies for absence.
- 24/049 Interests**  
a) To receive declarations of interest from councillors on items on the agenda  
b) To receive written requests for dispensations for declarable interests; and  
c) To grant any requests for dispensation as appropriate

- 24/050 Minutes**  
[To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 24<sup>th</sup> April 2024 as an accurate record of proceedings.](#)
- 24/051 KPC Meeting Dates**  
[To fix dates and venues for Kimpton Parish Council meetings 2024/25](#)
- 24/052 Appointment of Representatives**  
 To appoint representatives to serve on Committees, outside bodies and working parties and agree terms of reference.
- 24/053 Council Documents**  
 To consider, review and agree council policies and documents:
- a) [Standing Orders](#)
  - b) [Financial Regulations](#)
  - c) [Data Audit Schedule](#)
  - d) [Grant Application Form](#)
  - e) [Internal Financial Controls](#)
  - f) [Personal Data Breach Procedure](#)
  - g) [Scheme of delegation to Committees and Clerk](#)
- 24/054 Action Plan**  
 Discussion on matters to be included in an [updated Action Plan](#).  
 Live Longer Better - To consider opportunities for residents of Kimpton parish to become more active and improve their physical and mental wellbeing.
- 24/055 Public Issues**  
 Members of the public and councillors can raise matters of concern.
- 24/056 Planning**  
[To receive a planning report on applications and decision](#)
- 24/057 Reports from Working Parties and Committees**
- a) Kimpton Allotment Working Party  
 To receive a report
  - b) Kimpton Bench Working Party – Cllr G Durrant  
[To receive a report on activities](#)
  - c) Public Spaces and Playgrounds  
 To receive an update on Pavilion Refurbishment Project
- 24/058 Reports to the Council**  
 To receive reports from representatives on outside bodies, local authorities and agencies.
- a) County Cllr R Thake
  - b) District Cllr R Muncer & District Cllr S Paxmore
- 24/059 Finance**
- a) [To authorise payments made in accordance with the budget](#)
  - b) [To note receipt of income](#)
  - c) [To receive summary report of receipts and payments against budget](#)
  - d) [To receive bank reconciliation and be verified as accurate](#)
  - e) To consider price quotations, charges and grant requests
    - i) Litter Pickers – request for £450 to replenish depleted stock
    - i) Boot Brush for the Recreation Ground
- 24/060 Clerk's Report**  
 Items for information only
- 24/061 Date of next Kimpton Parish Council Meeting and items for the agenda**  
 To note that the next Parish Council Meeting will be held on Wednesday 26<sup>th</sup> June 2024