

Pirton Parish Council



Parish Clerk:
Mr Edward Roberts
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To Councillors:  
Burleigh, Gammell, Maple, McConnellogue, Parkin, Rogers, Rowe.

07 May 2020

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this Meeting will be held using the Zoom Video-conferencing System.

You are summoned to attend electronically the following Meeting:

## **Pirton Parish Council Annual Meeting** to be held at 7.45 pm on **Thursday 14 May 2020**

Members of the public and press are invited to attend the meeting. To participate, email [carol-anne.mcconnellogue@pirtonparishcouncil.org.uk](mailto:carol-anne.mcconnellogue@pirtonparishcouncil.org.uk) , who will send out an invitation.

Edward Roberts  
Clerk to Pirton Parish Council

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### **A G E N D A**

- 20-01 To elect the Chairman.
- 20-02 To elect the Vice-Chairman.
- 20-03 To receive and accept apologies for absence.
- 20-04 Public participation.
- 20-05 To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation.
- 20-06 To confirm and sign the Minutes of the Parish Council Meeting held on Thursday 12 March 2020 as a true and accurate record.
- 20-07 To confirm and sign the Minutes of the Parish Council Extraordinary Meeting held on Wednesday 25 March 2020 as a true and accurate record.
- 20-08 To sign the Annual Governance Statement.
- 20-09 To approve the 2018-19 accounts and sign the Annual Governance & Accounting Return.

- 20-10 To receive Bank Reconciliation and Financial Summary and to approve accounts for payment.
- 20-11 To receive the Clerk's report.
- 20-12 To approve the Annual Internal Auditor report for 2019-20 and to review and implement the observations.
- 20-13 To review the Register of Fixed Assets.
- 20-14 To confirm the arrangements for insurance cover.
- 20-15 To review the current situation with regard to the VAT sum to be repaid to HMRC and determine the way forward.
- 20-16 To consider signing a proposed Agreement between Pirton Parish Council and Lea Sports PSG Football Club for the maintenance of football pitches at Pirton Recreation Ground.
- 20-17 To review the following procedures of the council:
- a. Standing Orders (doc001).
  - b. Financial Regulations (doc003).
  - c. Freedom of Information Act 2000 Publication Scheme (doc007).
  - d. Risk Management Policy (doc011)
  - e. Terms of Reference and Delegation Scheme (doc014).
  - f. PNPSG Accounting procedures (doc 010).
  - g. Great Green Policy (doc 020).
- 20-18 To confirm Direct Debit as the method of payment to Castle Water and the Information Commissioner (Financial Regulations 6.7)
- 20-19 To confirm BACS as the preferred method of payment of invoices received by the council. (Financial Regulations 6.9)
- 20-20 To confirm the arrangements for the council's communications strategy.
- 20-21 To appoint council representatives to organisations (doc014a):
- a. Tree warden
  - b. HR Committee
  - c. Parish Paths Partnership (P3)
  - d. Planning Working Group
  - e. Village Hall Committee
  - f. Bury Trust
  - g. Rands Trust
  - h. Hammonds Committee
- 20-22 Planning
- a. To consider Planning Applications (as in Appendix A).
- 20-23 To determine the time and place of ordinary meetings of the full council up to and including the next Annual Meeting of the full council. Meetings to be held at 7.45pm on the second Thursday of each month in the Village Hall on the following dates:
- |                   |                 |                  |
|-------------------|-----------------|------------------|
| 11 June 2020      | 9 July 2020     | 13 August 2020   |
| 10 September 2020 | 8 October 2020  | 12 November 2020 |
| 10 December 2020  | 14 January 2021 | 11 February 2021 |
| 11 March 2021     | 8 April 2021    |                  |

with the Annual Meeting to take place on 13 May 2021.

- 20-24 To suggest items for the next Meeting of the Parish Council to be held on  
**Thursday, 11 June 2020 at Pirton Village Hall at 7.45 pm, or electronically as advised.**

**Appendix A – Planning Applications**

| Reference     | Detail                                                                                                                                                                     |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i 20/00924/FP | 7 Royal Oak Lane, Pirton<br><br><i>Erection of one single storey 3-bed dwelling, including creation of access driveway</i><br><br>Comments to Andrew Hunter by 21 May 2020 |

**Planning Decisions** *(for information only)*

| Reference | Detail |
|-----------|--------|
| i Nil     |        |