



UPTON PARISH COUNCIL
CLERK: Nina L. Villa LLb(Hons)
Telephone: 07887 420725
Email: clerk@upton-pc.gov.uk

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of the Parish Council which will be held in the Oak Room, Berrywood Hospital, Northampton, Monday 20th May 2019 on conclusion of the Annual Parish Meeting (approx. 1915). The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)
Parish Clerk
14th May 2019

1. **ELECTION OF CHAIRMAN**

To elect a Chairman for the ensuing municipal year.

2. **ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman for the ensuing municipal year.

3. **PUBLIC SESSION**

Members of the public are invited to address the meeting on agenda items (15 minutes maximum)

4. **APOLOGIES FOR ABSENCE**

To receive apologies for absence

5. **DECLARATIONS OF INTEREST**

Localism Act 2011 and the relevant authorities (DPI) regulations 2012 – Members are asked to declare any pecuniary or prejudicial interests pertaining to items on the agenda.

6. **MINUTES OF PREVIOUS MEETINGS**

To approve the minutes of the meetings held on 8th April 2019 and authorise the Chairman to sign the same - **APPENDIX A**

7. **ACTION SHEET**

To note the action sheet - **APPENDIX B**

8. **GENERAL POWER OF COMPETENCE**

To confirm whether the Council meets the eligibility to use the General Power of Competence as defined in the Localism Act 2011 and Statutory Instrument 965 The

Parish Councils (General Power of Competence) Prescribed Conditions Order 2012 until the next relevant Annual Meeting of the Council that takes place in a year of ordinary elections.

9. FINANCE / PAYMENTS DUE

- a) Bank reconciliation – to note the bank statement from previous month –
APPENDIX C
- b) To note that no payments can currently be made as the bank have failed to send a new chequebook

10. PLANNING

To consider any current planning applications for the Parish – (list to follow if applicable)

11. HALLS AND OPENS SPACES

To receive an update on the future of open spaces in the Parish and the possible transfer of ownership to Upton Parish Council

12. MARKETING AND WEBSITE

To receive an update from Cllr Alex and to consider items for inclusion on the website and other social media channels

13. EVENTS AND ENGAGEMENT WORKING PARTY REPORT

To receive an update and consider any recommendations from a meeting of the Working Group

14. ANNUAL REVIEW OF DOCUMENTATION AND POLICIES

To review and approve:

- a) The Council's Standing Orders
- b) The Council's Financial Regulations
- c) The Council Risk Assessments and Asset Register