

Shutlanger Parish Council



Parish Clerk
Parish Office
Telephone
E-mail
Website

John Scott
2 Broadwater Lane, Towcester, NN12 6YF
07738-760618
clerk@shutlangerparishcouncil.org.uk
www.shutlangerparishcouncil.org.uk

Councillors are hereby summoned and members of the public and press invited to the meeting of the council to be held on 13 May 2021 at 8.00pm at the Shutlanger Village Hall, where the following business will be transacted.

Date issued / posted: 9 May 2021

AGENDA

- 13-05-1** To receive nominations and **ELECT THE CHAIRMAN** of the Parish Council for the year.
- 13-05-2** Sign the **ACCEPTANCE OF OFFICE** form by the Chairman.
- 13-05-3** Sign the **ACCEPTANCE OF OFFICE** form by councillors.
- 13-05-4** **CHAIRMAN'S ANNOUNCEMENTS**
- 13-05-5** To receive and approve **APOLOGIES** for absence.
- 13-05-6** To determine **DISPENSATION** requests and to receive any **DECLARATION OF INTEREST** on items on the agenda.
- 13-05-7** To receive nominations and **ELECT A VICE CHAIRMAN** of the Parish Council for the year.
- 13-05-8** To appoint an **INTERNAL AUDITOR** for the council's accounts.
- 13-05-9** To appoint an **INTERNAL VERIFIER** for the council's accounts.
- 13-05-10** To confirm the **DATES OF THE PARISH COUNCIL MEETINGS** for the year, being the second Thursday of each alternate month starting January of each year or as otherwise designated by the Clerk as it be necessary.

Copies of all council papers are available to download at
www.shutlangerparishcouncil.org.uk
Council members can be contacted via the Clerk.

8 July 2021, 9 September 2021, 11 November 2021, 13 January 2022, 10 March 2022.

- 13-05-11** To approve the **INTERNAL AUDIT REPORT** and agree to submit **the ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN** to the external auditors.
- 13-05-12** To receive and sign the **MINUTES** of the meeting held on 11 March 2021.
- 13-05-13** To consider co-option of **NEW COUNCILLOR**.
- Barbara Stanbridge**
- 13-05-16** To approve any **PLANNING APPLICATIONS**.
- WNS/2021/0084/FUL: Sycamore Cottage, Main Road Shutlanger**
- 13-05-17** To receive the **FINANCE REPORT**.
- 1) To note any receipts £460.72
 - 2) To note bank balance as of 30 April 2021 **21,232**
 - 3) To note attached payments made since the last meeting.
 - 4) To determine payment of the attached accounts.
 - 5) To consider and agree any new items and any removals from the Councils updated **ASSET REGISTER**.
- 13-05-18** To review the **BANK MANDATE** and make any necessary changes.
- 13-05-29** To receive **ITEMS FOR THE NEXT MEETING** on **8 July 2021**.
- 13-05-20** To **APOPROVE** the attached payments and **SIGN** cheques.
- 13-05-21** Meeting **CLOSE**.



John Scott
Clerk to Shutlanger Parish Council

Documents attached.

Clerks Report, Asset Register, Payments Made, Accounts to be paid.

Members of the public are welcomed at all meetings of the Council and opportunity to speak will be given at the appropriate time within the meeting. Members of the public may also address the Council upon individual items listed on the agenda for a period not longer than 3 minutes provided that three clear days' notice is given to the Parish Clerk of the intention. Parish Council meetings are held in a public place and attendees need to be aware that under new legislation the meeting may be recorded and/or photographs taken. If any member of the public intends to record or take photographs, as a courtesy will you please declare this at the beginning of the meeting.

Payments To Be Made

01-Mar-21	Mar-21	Community Heartbeat		72.00	12.00	60.00	Defib Phone Line
09-Mar-21	Mar-21	Acorn Nurseries		684.60	114.10	570.50	Trees For Playing Field
31-Mar-21	Mar-21	J R Scott Salary		338.00	-	338.00	Salary
31-Mar-21	Mar-21	N J Blackwell		653.10	108.83	544.27	Tree Plantinmg Grass cutting

01-Apr-21	Apr-21	Amazon (JR Scott)		7.50	-	7.50	Norton Subscripotion
01-Apr-21	Apr-21	Ncalc		238.04		238.04	Subscription
01-Apr-21	Apr-21	Ncalc		185.00		185.00	Internal Audit
01-Apr-21	Apr-21	Ncalc		10.00		10.00	GDPR Fee
01-Apr-21	Apr-21	N J Blackwell		7.00		7.00	Under payment 2020/21
30-Apr-21	Apr-21	J R Scott Salary		338.00		338.00	Staff Costs
27-Apr-21	Apr-21	2 Commune		594.00	99.00	495.00	Web Site costs
30-Apr-21	Apr-21	N J Blackwell		120.90	20.15	100.75	Grass Maintenance
30-Apr-21	Apr-21	Clerks Expenses		26.44		26.44	Staff Costs