



*Great Braxted
Parish Council*

Clerk to the Council
Sarah Gaeta

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6th May 2022

To: Members of Great Braxted Parish Council

You are hereby summoned to attend

**THE ANNUAL PARISH COUNCIL MEETING TO BE HELD AT THE PAVILION
ON THURSDAY 12TH MAY 2022 AT 8.00 PM,
FOLLOWED BY THE MAY ORDINARY MEETING**

for the purpose of transacting the following business:

SL Gaeta
Clerk to the Council

A G E N D A

1. Election of the Chairman
2. To receive the Chairman's Declaration of Acceptance of Office
3. Election of Vice Chairman
4. Apologies for absence
5. Minutes of the Parish Council Meeting
Held on 10th March 2022 [to be taken as read and signed as a correct record by the Chairman].
6. Declarations of Interest (existence and nature)
With regards to items on the Agenda. Councillors are reminded that the code of conduct that took effect from 1st July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.

7. To confirm bank account signatories

8. To appoint the Internal Auditor for financial year 2022/23 at a cost of £150

9. To re-adopt the following policies and procedures, following amendments where appropriate:

- (a) Standing Orders
- (b) Financial Regulations
- (c) Grievance
- (d) Data Protection
- (e) Data Retention
- (f) Social Media and Electronic Communication
- (g) Publication Scheme
- (h) Training
- (i) Complaints

10. To adopt the Financial Risk Assessment for 2022/23

11. Maldon District Councillor Update

12. Public Participation Session

With respect to items on the Agenda and other matters that are of mutual interest.

13. Planning

To note the Parish Council's response to planning applications considered outside of a meeting and circulated via email (in accordance with Council Resolution 20/15.2):

13.1 22/00427/HOUSE – Demolition of existing conservatory replaced with new single-storey rear extension at Jasmine Cottage, Bung Row, Great Braxted. **No objection.**

To consider any planning applications submitted and published on the MDC planning website between the circulation of this agenda and the meeting.

14. Finance and Audit

14.1 To receive the Internal Audit Report for 2021/22.

14.2 To approve the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) for 2021/22.

14.3 To approve the Accounting Statements (Section 2) of the AGAR for 2021/22.

14.4 To note the dates of the period of public rights.

14.5 To consider and agree the Parish Council's insurance for the year 2022/23.

15. Accounts for Payment

To agree the accounts for payment for the period between 11th March 2022 and 12th May 2022.

16. Meeting Dates

To set the September and November meeting dates.

17. General Announcements