

Mount Bures Parish Council

To: All Councillors

You are hereby summoned to attend a meeting of Mount Bures Parish Council at the Village Hall at 7:30 p.m. on Wednesday, 11th May 2022 for the purpose of transacting the following business:

Grahame Walkingshaw

Grahame Walkingshaw, Parish Clerk for Mount Bures
80 Chapel Road, West Bergholt, Essex, CO6 3HL
Telephone Number: 01206 240 772 E-mail: mountburespc@gmail.com

AGENDA

- 22/01 **Election of Chairman (sign Declaration of Acceptance of Office)**
- 22/02 **Welcome and apologies for absence**
- 22/03 **Declaration of Members interests**
- 22/04 **Election of Vice Chairman**
- 22/05 **Election of Councillors for representatives**
Colchester Association of Local Councils (CALC)- Cllr Mark Graham
Essex Association of Local Councils (EALC) - Cllr Mark Graham
Essex Highways – Cllr Ian Woodman
Recycling & Transport – Cllr Hillary Bufton
Parish Paths Partnership – Cllr Doug O’Neill
Emergency Planning – Cllr Mark Graham & the Parish Clerk
Website - Cllr Doug O’Neill
- 22/06 **To review the effectiveness of the system of internal control (Internal Audit)**
Chairman to sign Certificate of Exemption and add minute reference
Chairman to sign Annual Governance Statement after approval at meeting, to date and add minute reference
Chairman to sign Accounting Statement after approval at meeting, to date and add minute reference
Chairman to sign Bank Reconciliation after approval at meeting
- 22/07 **To review Standing Orders**
- 22/08 **To review Financial Regulations**
- 22/09 **To Review Financial Risk Assessment**
- 22/10 **Public Open Forum** (Maximum 15 minutes)
- 22/11 **To approve the minutes of the last meeting** (9th March 2022)
- 22/12 **Visitors Report**

- 22/13 Clerk's Report**
- 22/14 Finance**
To approve payments in accordance with the Budget Payments for April & May 2022
- 22/15 Planning/Housing**
- 15.1 Applications for discussion at meeting
220967 – Fordham House Farm, Fordham Road, Mount Bures – conversion and change of use for the roof space above an existing garage to create a 1-bedroom flat for the benefit of the equestrian business.
- 15.2 Planning Applications – Observations conveyed under delegated authority since last meeting
None
- 15.3 Planning Applications – Decisions received since last meeting
- 22/16 Financial Risk Assessment Policy March 2022**
To approve amendment on zoom meetings as part of the Financial Risk Assessment Policy for the Parish Council
- 22/17 To Review Parish Council Risk Assessment**
Appointed councillor to review risk assessment on behalf of Parish Council
- 22/18 Internal Audit 2022/2023**
To agree to use of Heelis & Lodge as Internal Auditors for 2022/2023.
- 22/19 Training/Events**
- 19.1 Reports on attended events
- 19.2 Nominations for new events
- 22/20 Information Exchange/Items for next agenda**
- 22/21 To confirm date and time of next meeting**
Date of next meeting: Wednesday 13th July 2022 at 7.30 p.m.