

All Councillors are summoned to attend the Annual Meeting of Bitteswell with Bittesby Parish Council.
To be held virtually on **Wednesday 05th May 2021 at 7.00pm**

Invite link: <https://zoom.us/j/96320651532>

Meeting ID: 963 2065 1532

Following a short break, the Annual Meeting of the Parish Council will follow the Annual Meeting of the Parish

Members of the public and press are welcome to attend this meeting

The council will hold a one minutes silence as a mark of respect to the late His Royal Highness The Prince Philip, Duke of Edinburgh

Annual Meeting of the Parish

There is no agenda for the Annual Meeting of the Parish. It is an opportunity for parishioners to raise any matters of interest or concern before the Council.

Annual Meeting of the Parish Council Agenda Items

1. Election of Chair
2. Election of Vice Chair
3. To receive Councillor's Declarations of Acceptance of Office
4. To receive any apologies for absence
5. To receive Declarations of Members' Interests
6. To receive the outgoing Chairman's Report for year ended 31.03.21
7. To review the Asset Register
8. To defer the Standing Orders review to the next meeting
9. To review the Financial Regulations
10. To review the Document Retention Schedule
11. To adopt the Risk Assessment and Management Policy
12. To review Equal Opportunities, Health & Safety, Home Working, Lone Working and Expenses Policies
13. Bank Reconciliation and Bank Statement verification for year ended 31.03.21
14. To approve the Accounts & Financial Statement for year ended 31.03.21

Ordinary Meeting Agenda Items

15. To approve the minutes of the meeting held on 18.03.21
16. To consider any matters arising from the minutes of the meeting held on 18.03.21
17. To note any comments or matters from residents, at Chairman's discretion

- 17.1. Bitteswell Hall Gardens, Hall Lane signage problems
- 18. To note any matters raised by the District/County Councillor
- 19. **Annual Governance & Accountability Return (AGAR) 2020/21**
 - 19.1. To approve the Annual Governance Statement
 - 19.2. To approve the Accounting Statements
- 20. **Financial Matters**
 - 20.1. Accounts for payment
 - 20.2. Clerk's expenses claim
 - 20.3. Neighbourhood Plan expenditure
 - 20.4. Neighbourhood Plan Clerk's expenses claim
- 21. **Planning Matters**
 - 21.1. **To review current planning applications**
 - 21/00654/REM | Erection of eight dwellings and associated infrastructure (all reserved matters of 17/02152/OUT including revised access) | Land at Ashby Lane, Bitteswell

 - 21/00662/TCA | Works to trees (fell) | The Orchard, Valley Lane, Bitteswell

 - 21/00677/REM | Application for the approval of reserved matters (layout, scale, appearance, landscaping and internal access) plots I and H of hybrid application ref 15/01531/OUT and APP/F2415/W/18/3206289 | Land at Mere Lane, Magna Park

 - 21/00697/NMA | Alterations to the layout of parameters plan (proposed non material amendment to 15/01531/OUT) | Land at Mere Lane, Magna Park
 - 21.2. To note any other planning matters or unresolved planning applications
 - 21.3. To note any enforcement cases
- 22. To receive an update on the progress of the Neighbourhood Plan
- 23. To consider the quote to install the handrails next to the cobbles on Manor Road
- 24. To consider a funding application to the SHIRE Environment Grant 2021/22
- 25. To receive an update on the White Cottage
- 26. Any Other Business – for notification only
- 27. To confirm the date of the next meeting