

# Shutlanger Parish Council



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**Councillors are hereby summoned, and members of the public and press invited to the meeting of the council to be held on 11 May 2023 at 7:30pm when the following business will be transacted. The meeting will be held in the Village Hall, Main Street, Shutlanger.**

**Date Posted: 12 May 2023**

**Posted By: J Scott**

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- 17-05-1** To receive nominations and **ELECT THE CHAIRMAN** of the Parish Council for the year.
- 17-05-2** Sign the **ACCEPTANCE OF OFFICE** form by the Chairman.
- 17-05-3** **CHAIRMANS ANNOUNCEMENTS.**
- 17-05-4** To receive and approve **APOLOGIES** for absence.
- 17-05-5** To determine **DISPENSATION** requests and to receive **DECLARATION OF INTEREST** on items on the agenda.
- 17-05-6** To receive nominations and **ELECT A VICE CHAIR** of the Parish Council for the year.
- 17-05-7** To Appoint an **INTERNAL VERIFIER** for the Council's Accounts.
- 17-05-8** To appoint and **INTERNAL AUDITOR** for the Council's Accounts
- 17-05-9** 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.  
  
13 July, 14 September, 9 November, 11 January 2024, 14 March
- 17-05-10** To receive and Sign the **MINUTES** of the meeting held on 9 March 2023

Copies of all council papers are available to download at  
[www.shutlangerparishcouncil.org.uk](http://www.shutlangerparishcouncil.org.uk)  
Council members can be contacted via the Clerk.

- 17-05-11** To confirm that the council will use the **GENERAL POWER of COMPETENCE**.
- 17-05-12** To review the following **POLICY** of the Council.  
**Risk Assessment, Standing Orders, Financial Regulations**
- 17-05-13** To review and approve the continuation of the Council's **INSURANCE POLICY**.
- 17-05-14** To receive any **ITEMS MEMBERS OF THE PUBLIC WISH TO RAISE**.
- 17-05-15** To Invite the **WARD COUNCILLORS** to speak.
- 17-05-16** To review any **PLANNING APPLICATIONS**.
- 17-05-17** To approve the **FINANCE REPORT** for the 1 Month to 30 April 2023, and to approve **PAYMENTS** of the attached accounts.
- 17-05-18** To approve the **INTERNAL AUDIT REPORT** and agree to submit a **CERTIFICATE of EXEMPTION** in place of submitting the **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN** to the external auditors.
- 17-05-19** To advise alterations to the **MEMBERS REGISTER of INTEREST**.
- 17-05-20** To discuss **STREETLIGHTS**.
- 17-05-21** To discuss the **CLERKS** requests.  
Email addresses.
- 17-05-22** To discuss the **STEPS and KISSING GATE**.
- 17-05-23** To review any other **MEETINGS ATTENDED**.
- 17-05-24** To review any **CORRESPONDENCE / CONSULTATION DOCUMENTS**.
- 17-05-25** To receive **ITEMS FOR THE NEXT MEETING** on 13 July 2023.
- 17-05-26** Meeting **CLOSE**.

A handwritten signature in black ink, appearing to be 'C. Smith', with a long horizontal flourish underneath.

**John Scott**  
**Clerk to Shutlanger Parish Council**

*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. Please also consider any Covid restrictions that may be at the time.*

**Payments To Be Made**

Date	Month	Supplier	Invoice Number	Net	VAT	Total	Description
03-Apr-23	Apr-23	SSE	44	40.44	2.02	42.46	Electricity Supply
03-Apr-23	Apr-23	SSE	44	5.15	0.25	5.40	Electricity Supply
03-Apr-23	Apr-23	Northants Calc	2933	469.04	43.40	512.44	Subs & Audit
22-Apr-23	Apr-23	Information Commissioners Office		35.00	-	35.00	Subscription
12-Apr-23	Apr-23	National Grid	4697114	701.34	140.27	841.61	New Light Power Socket
30-Apr-23	Apr-23	Clerks Salary		341.86		341.86	Staff Costs
30-Apr-23	Apr-23	HMRC		27.60		27.60	Staff Costs
30-Apr-23	May-23	N J Blackwell	610	90.40	18.08	108.48	Grass Cutting
01-May-23	May-23	Norton 360		9.98		9.98	Software 50% Contribution
24-Mar-23	May-23	West Northants Council		774.69	154.94	929.63	Pole for New VAS Machine