

# SOUTH FERRIBY PARISH COUNCIL

Parish Clerk – Holly Hanson

Appledore, 26 Main Street, Horkstow, Barton-upon-Humber, DN18 6BG

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[www.southferribyparishcouncil.gov.uk](http://www.southferribyparishcouncil.gov.uk)

Dear Councillor,

You are hereby summoned to attend South Ferriby Annual Parish Council Meeting on **Monday 22<sup>nd</sup> May 2023**. The meeting will be held at **South Ferriby Village Hall**, Horkstow Rd, South Ferriby, Barton-upon-Humber DN18 6HS, and will commence at **6.45 pm**.

The agenda is set out below.

Members of the public and press are welcome

*Holly Hanson*

Holly Hanson – Proper Officer – South Ferriby Parish Council

17<sup>th</sup> May 2023

## **Public Participation**

Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda. Meetings may be recorded.

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## **Agenda**

### **APCM23/24 – 0501      Election of Chairman**

- a) To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office

### **APCM23/24 – 0502      Apologies**

- a) To note apologies for absence.

### **APCM23/24 – 0503      Declarations of Interest**

- a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- b) To note any dispensations granted to any member of the council in respect of the agenda items listed below

### **APCM23/24 – 0504      Election of Vice-Chairman**

- a) To elect a Vice Chairman.

### **APCM23/24– 0505      Internal Audit Report 2022/23**

- a) Members to receive the Internal Audit Report for the 2020/21 year and note any recommendations

### **APCM23/24– 0506      Annual Governance Statement 2022/23**

- a) Members to consider the Annual Governance Statement.
- b) Members to approve the Governance Statement.
- c) The signing and dating of the Governance Statement by the Chair and Clerk.

### **APCM23/24– 0507      Annual Accounting Statement 2022/23**

- a) Members to consider the Accounting Statement.

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- b) Members to resolve the approval of the Accounting Statement.
- c) Accounting statement to be signed and dated by the Chairman.

## **APCM23/24 – 0508                      Election of Officers**

- a) To elect Councillors to represent the Parish Council at outside meetings and events.
  - i) Low Villages Forum representative
  - ii) Police NATS committee representative
  - iii) ERNLLCA District Committee Representatives(two).
- b) To agree to formation/continuation of any committees and to further agree their functions and Terms and Reference.
  - i) Personnel Committee
    - a. To review and approve the Personnel Committee Terms of Reference
    - b.

## **d) APCM23/24 – 0509                      Delegation of Responsibilities**

- e) a) To discuss delegation of responsibility for responding to planning applications to the Clerk and resolve any action

## **APCM23/24 – 0510                      Responsibilities for Asset Inspections**

- a) To agree Councillors who will be responsible for inspecting the following assets:
  - i) MUGA, Play Area, Adult Gym Equipment and Container
  - ii) Playing Field
  - iii) Village Benches
  - iv) Bus Shelter
  - v) Telephone Box
  - vi) Noticeboards
  - vii) Salt Bins
  - viii) Litter Bins
  - ix) Pinfold, Horse Pond and Flower Beds
  - x) Powell's Mount.

## **APCM23/24 – 0511                      To approve the Internal Auditor for 2023/24**

## **APCM23/24 – 0512                      Re-adoption of Code of Conduct and reminder of Register of Interests**

## **APCM23/24 – 0513                      Policies and Procedures**

- a) To review and approve the adoption of the Standing Orders.
- b) To review and approve the adoption of Financial Regulations.
- c) To review and approve the Child Protection Policy.
- d) To review and approve the Member and Officer Protocol.
- e) To review and approve the Health and Safety Policy.
- f) To review and approve the Safeguarding Vulnerable Adults Policy.
- g) To review and approve the Equal Opportunities Policy.
- h) To review and approve the Complaints Procedure
- i) To review and approve the Disciplinary Procedure
- j) To review and approve the Financial Reserves Policy
- k) To review and approve the Grievance Policy
- l) To review and approve the Risk Assessments.

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m) To review and approve the Asset Register.

n) To review and approve Insurance Provision

**APCM23/24 – 0514                    To review and renew Parish Insurance**

a) To review the current insurance provision in line with the Asset Register

b) To resolve payment of renewal premium

**APCM23/24 – 0515                    Public Comment**

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