

MUCH HADHAM PARISH COUNCIL

Fiona Forth
Clerk of the Council
Tel: 01279 861869
e-mail: fionaforthmhpc@gmail.com

40 Calverley Close
Bishop's Stortford
Herts
CM23 4JJ

Notice is hereby given that the meeting of Much Hadham ANNUAL Parish Council will be held on **Tuesday, 3rd May 2022**, in the **Much Hadham Village Hall**, at 7:30 pm, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

Fm Forth

Fiona Forth, Clerk of the Council

27th April 2022

A G E N D A

- 22/66. Election of Chair
- 22/67. Declaration of Acceptance of Office of Chair
- 22/68. Election of Vice Chair
- 22/69. To receive and approve apologies for absence
- 22/70. Declarations of interest and requests for dispensation
- 22/71. Notifications of Urgent Business
- 22/72. Chair's announcements
- 22/73. Minutes of the meeting held on 5th April 2022
- 22/74. Reports on outstanding matters and resolutions
- 22/75. Portfolios, committees and representatives
 - To review and approve the allocation of portfolios
 - To review and approve the membership of Committees
 - To review and approve the representation of the Parish Council on other bodies
- 22/76. To receive members' reports:
 - (i) Community – Recreation Ground and Village Hall
 - (ii) Environment (inc Public Rights of Way)
 - (iii) Highways (inc street lighting)
 - (iv) Media
 - (v) Neighbourhood Plan
 - (vi) Security
 - (vii) Stansted Airport
 - (viii) Other
- 22/77. To receive reports from County and District Councillors
- 22/78. Residents' comments
- 22/79. Charity Accounts
 - To receive accounts from the following local charities:
 - Much Hadham Sports Association;
 - Much Hadham Village Hall; and
 - Parochial Charities – known as Much Hadham Almshouse Charity

- 22/80. Internal Controls
 To receive the Annual Internal Audit Report 2021/22
 (Page 4 of the Annual Governance & Accountability Return 2021/22 and supporting detailed report)
 To consider and approve the Review of effectiveness of internal controls for 2021/22
- 22/81. Annual Governance & Accountability Return (AGAR) and Accounts
 To receive and approve the Annual Governance Statement 2021/22
 (Section 1 of the AGAR)
 To receive and approve the Accounting Statements 2021/22
 (Section 2 of the AGAR and Financial Accounts)
 To note the explanation of significant year on year variances in the Accounting Statements
 To note the period for the exercise of public rights 2021/22
- 22/82. Financial:
 (i) Payment of Accounts
 To authorise for payment the accounts as detailed below
 (ii) Financial Statement
 To receive the current financial position
- 22/83. Planning
 To receive minutes of the Planning Committee meeting 5th April 2022
- 22/84. Burial Authority
 To receive minutes of the Burial Authority meeting 5th April 2022
- 22/85. Staffing Committee
 To receive minutes of the Staffing Committee meeting 24th March 2022
 To approve an increase in the Clerk's hours by 2 hours per week, with effect from 14th March 2022 (additional per annum financial cost of £1,460)
- 22/86. Urgent Business
- 22/87. Clerk's information
- 22/88. Confirmation of date of next meeting - Tuesday 7th June 2022 – Much Hadham Village Hall

Please be aware that any person may record this meeting.

PAYMENT OF ACCOUNTS - MAY 2022

Ref	Payable to	For	Amount
OP143	BA ICCM	Membership fee relating to cemetery management	95.00
OP144	Npower	Lighting for war memorial	59.80
OP144	MH Sports Association	Pavilion electricity	701.42
OP145	MH Sports Association	Grass cutting at Recreation Ground	1,800.00
OP146	Ian Hunt	Zoom for virtual meetings	107.90
OP147	MH Village Hall	D Billson - Pavilion cleaning (April)	80.00
SO	M Windmill	Litter Agency (May)	334.00
DD	PWLB	Loan repayment (Pavilion)	2,693.73
OP148	FM Forth	Clerk's salary (May)	607.53
Total payments			£6,479.38

DD = Direct Debit | SO = Standing Order | OP = Online Payment