

52 Cross Oak Rd
Berkhamsted,
Herts,
HP4 3HZ

30th April 2021

To: Councillors L Wilson (Chair), B Cosbie Ross, C Griffin, J Lowrie, R MacGillivray & T Martin.

You are summoned to attend the following meeting,

GREAT GADDESSEN PARISH COUNCIL MEETING

to be held on

Wednesday, 6th May at 7.30pm

Please join the meeting online at

<https://us02web.zoom.us/j/86127588728?pwd=Mj9TMFBNUWN4U0lkdjVQb0RqMCtSUT09>

or by phone on either 0203 481 5237 or 0203 481 5240 using the meeting ID 861 2758 8278 and passcode 037612

Members of the public and press are invited to attend this meeting using the same access details.

Andrew Farrow

Mr A Farrow

Clerk to Great Gaddesden Parish Council

Agenda number	Agenda subject and action
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21/055	Election of Chairman
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To elect a Chairman for 2021/22 and sign a Declaration of Acceptance of Office.

21/056	Apologies for Absence
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21/057	Interests
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- To receive** any declarations of interest from councillors on items on the agenda.
- To consider** any written requests for grants of dispensations for declarable interest.
- To consider** any requests for grants of dispensation for declarable interests.

21/058	Minutes
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Proposed that the [minutes](#) of the meetings held on Tuesday 26th April 2021 as circulated to members be signed as a correct record.

21/059	Outstanding Matters (not covered elsewhere)
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21/060	Public Participation
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In accordance with the Council's Standing Orders, members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda for not more than 20 minutes.

21/061 Correspondence or other communication

21/062 Planning

- a. **To agree** a response to the following planning applications.

[21/01642/FHA](#) Dropshort Cottage, Ledgemore Lane, Great Gaddesden,
HP2 6HB

Two storey side and single storey rear extensions

- b. **To agree** a response to any planning application received between the date of the agenda and the Council meeting.

- c. **Local Plan**

To receive an update

21/063 Finance and administration

- a. **To approve** payment of the following invoice:

HAPTC	Attendance of Cllr Griffin at new councillor training	£30.00
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- b. [Insurance](#)

Proposed to authorise the Clerk to act on behalf of the Council with regard to the insurance renewal.

- c. **2020/21 Audit**

- i. **Proposed** that that the [Annual Governance Statement](#) as presented to members is correct and may be signed on behalf of the Council.
- ii. **Proposed** that the Accounting Statements as presented to members are correct and may be signed on behalf of the Council.
- iii. **Proposed** that the Certificate of Exemption may be signed on behalf of the Council as the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31st March 2021 and therefore that the council wishes to certify itself as exempt from a limited assurance review under s. 9 of the Local Audit (Smaller Authorities) Regulations 2015.
- iv. **Proposed** that the Clerk may publish the approved sections of the Annual Governance Review, the completed statement of Public Rights and Publication of Unaudited Annual Governance & Accountability Return, and the notes which accompany the Notice on the Parish Council's website from 14th June to 23rd July 2021.

21/064 Annual review

- a. Review of [delegation arrangements](#)
- b. Review and adoption of [Standing Orders](#) and [Financial Regulations](#)
- c. Review of representation on [external bodies](#)
- d. Review of inventory of [land and other assets](#)
- e. Confirmation of arrangements for [insurance cover](#)
- f. Review of the Council's and staff [subscriptions](#) to other bodies
- g. Review of the Council's [complaints procedure](#)

- h. Review of the Council's policies, procedures and practices in respect of its obligations under [freedom of information](#) and [data protection](#) legislation.
- i. Review of the Council's expenditure incurred under [s.137](#) of the Local Government Act 1972
- j. Determining the [time and place of ordinary meetings](#) of the Council up to and including the next annual meeting of the council

21/065 Dates and times of next meetings:

7.30pm on Tuesday, 22nd June at Gaddesden Row Village Hall

7.30pm on Monday 19th July at Great Gaddesden Village Hall