

# Scopwick and Kirkby Green Parish Council

<https://scopwick.parish.lincolnshire.gov.uk/>

11<sup>th</sup> May 2023

To whom it may concern,

You are welcome to attend the Annual Meeting of the Council which will be held on **Tuesday 16<sup>th</sup> May 2023 commencing at 7.00pm** in Scopwick Village Hall. The business to be dealt with at the meeting is listed in the agenda.

Following the election of the Chair and Vice-Chair, there will be a public forum. At the discretion of the Chair, members of the public will be invited to make representations or to ask questions in respect of matters on the agenda and other matters in the town. Time is set at a maximum of 3 minutes per person, or 15 minutes overall. If the time allocated is not required, the Council will go into formal session.

*Jack*

Jack Sargent  
Parish Clerk

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## AGENDA

1. To elect a Chair of the Council for the forthcoming term of office.
2. To receive the Declaration of Acceptance of Office of the Chair
3. To elect a Town Deputy-Mayor/Vice-Chair of the Council for the forthcoming term of office.
4. To receive the Declaration of Acceptance of Office of the Deputy-Mayor/Vice-Chair.
5. Public Forum  
To resolve to suspend the meeting for a maximum of 15 minutes to allow members of the public to make representations or to ask questions.
6. Welcome from the Chair of the Parish Council.
7. Apologies for Absence.  
To resolve to accept apologies for absence and where valid reasons are given to the Clerk prior to the meeting, in accordance with Local Government Act 1972 s85 (1).
8. Declaration of Interest.  
To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.
9. To appoint members to Committees of the Council
  - a. Playing Field Committee
  - b. Village Hall Committee
10. To appoint members to areas of interest:
  - a. Highways and footpaths
  - b. Maintenance of grass, trees, and hedging

- c. Traffic and road safety
- d. Risk assessments and health and safety

11. To consider appointing a member to the LALC Management Committee.
12. To approve as a correct record the minutes of the Full Council meeting held on 28<sup>th</sup> March 2023.
13. To approve as a correct record the minutes of the extraordinary meeting held on 18<sup>th</sup> April 2023.
14. To approve the record of accounts for:
  - a. March
  - b. April
15. To receive the bank reconciliation for:
  - a. March
  - b. April
16. To receive the 2022-23 financial year budget review.
17. To consider signing up to the LALC annual training scheme.
18. To receive reports from:
  - a. Police
  - b. The Clerk
19. To discuss community matters that need referring to the District and County Council representatives for a response.
20. To receive notification of any planning permissions, refusals, withdrawals, or amendments.
  - a. Planning Permission Application - 23/0354/FUL | Erection of private garages | 85 Main Street Scopwick
  - b. Planning Permission Application - 06/2030/LBC | Display illuminated signage | The Oak Royal Oak Inn Brookside Scopwick
  - c. Planning Permission Application - 06/2043/LBC | Alterations to garage and store to form single dwelling. | Manor Farm Church Lane Kirkby Green
  - d. Planning Permission Application - N/53/0838/85 | Temporary siting of caravan | Orchard House 18 Main Street Kirkby Green Lincoln Lincolnshire LN4 3PE
21. To receive a report on the Coronation celebration event.
22. To receive the correspondence log since the previous meeting.
23. To receive a record of previous resolutions and action points.
24. To approve the date of the next Full Council meeting and Annual Parish Meeting.