**SILVERSTONE PARISH COUNCIL**

**ANNUAL MEETING OF THE PARISH COUNCIL**

Councillors are hereby summoned to attend the above meeting at **8:00pm on Monday 13th May 2024** at **Silverstone Recreational Association (SRA), Church St, Silverstone, Northamptonshire, NN12 8XA**

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND**

Members of the public wishing to speak should notify the Clerk at least 48 hours before the start of the meeting

**AGENDA**

1. **Election of the Chair** for the municipal year, including Declaration of Acceptance of Office.
2. **Election of Vice-Chair** for the municipal year, including Declaration of Acceptance of Office.
3. **Apologies of absence:** To receive and approve reason for absence.
4. **Requests for Dispensations, Declarations of Interest, Gifts and Hospitality**
5. **Open to the public (Max. 15-minute session):** This section of the meeting gives members of the public who are present an opportunity to speak
6. **Councillors to approve and the Chair to sign the minutes of the last Parish Council Meeting:** Monday 8th April 2024
7. **To ratify or appoint persons to the relevant council positions and committees and groups:**
8. Finance Committee
9. Planning Committee
10. Leisure Enhancement Committee
11. Pocket Park Liaison Cllr
12. Footpaths Warden
13. Circuit Liaison Cllr (x3)
14. Flood Warden
15. Communication Lead Cllr (x2)
16. Neighbourhood Plan Lead Cllr (x1)
17. **To resolve and adopt the following policies for the municipal year** (all available on the website):
18. Standing Orders
19. Financial Regulations
20. Risk Assessment
21. Complaint’s procedure
22. Terms of Reference for Internal Auditor
23. Training Statement of Intent
24. Dignity at Work Policy
25. FOI Publication Scheme
26. Pocket Parks events Policy
27. E mail protocol
28. Website Policy
29. GDPR policies
30. Grant Aid Policy
31. **To agree a review of all Parish Council policies over the upcoming year**
32. **Dates of Parish Council and Committee Meetings:** to review and adopt the meetings calendar for the coming year, with the meetings being the second Monday of each month, excepting July and December, or such other date as may be designated by the Clerk as necessary.
33. **To confirm Wednesday 9th April 2025 at 6.30pm as the date of the Annual Village Meeting**
34. **Discuss and agree if the council should hold further village meetings throughout the year**
35. **Report back from the Chair of:**
    1. Finance Committee
    2. Planning Committee
    3. Leisure Committee
36. **West Northants (WNC) Councillor update:** WNC Cllr. Dermot Bambridge to take any questions on his circulated report.
37. **To agree the next steps to form the Parish Councils response to WNCs proposals to group Silverstone and Whittlebury parishes**
38. **Neighbourhood Plan:** Update from Cllr’s Mark Haynes & Bruce Benyon.
39. **Silverstone Circuit:** To receive an update from the Councils representatives.
40. **Silverstone Recreation Association:** To receive and update from the Council’s representatives.
41. **Restoration and Repair of the War Memorial:** Chair to verbally update and council to agree the establishment of a Working Group
42. **To note the Parish Council’s response to the WNC local plan consultation (Rural Area’s Settlement Hierarchy)**
43. **To agree the Parish Council response to the WNC planning application (2023/6839/PIP):** Cllr Michelle Webb to provide an update
44. **Allotments**
    1. To receive an update from Cllr Bambridge on the handover of land from Bovis
    2. To agree the need for legal services
    3. To discuss and agree the future management of the allotments
45. **Finance:** Payments for approval: All paid via Bank Transfer online

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| **Gross Amount (£)** | **VAT Value**  **(£)** | **Payee** | **Details** | **Power** |
| 100.00 |  | Craig Murray T/A Help Create | Branding Redevelopment | LGA 1972  S112 |
| 285.84 | 47.64 | DNH Contracts | April Dog Bin Emptying | Open Spaces Act |
| 1578.00 | 263.00 | NJ Blackwell Garden Services | Urban Mowing | Open Spaces Act |
| 204.00 | 34.00 | Pear Technology Services Ltd | Digitial Mapping Services | LGA 1972  S112 |

1. **Councillor Expenses:** Expenses for approval: All paid via Bank Transfer online

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| **Gross Amount (£)** | **VAT Value**  **(£)** | **Payee** | **Details** | **Power** |
| 15.75 |  | Cllr Greg Lavers | Reimbursement of stationary for Annual Village Meeting | LGA 1972  S150 |



Ross Sands Cllr. Greg Lavers

Clerk, RFO & Proper Officer of the Council Chair of the Council

[clerk@silverstone-village.co.uk](mailto:clerk@silverstone-village.co.uk)  [greg-l@silverstone-village.co.uk](mailto:greg-l@silverstone-village.co.uk)

2nd May 2024