

TEWIN PARISH COUNCIL

AGENDA for Annual Parish Council Meeting on Monday 13th May 2024 at 7.45 pm at Tewin Memorial Hall

1. a. Election of Chairman
b. Election of Vice Chairman
c. Signing of the Declaration of Acceptance of Office and updating of Register of Interests.

2. Apologies for Absence.

Members of the public may attend to put forward brief comments on current issues.

3. Confirmation of Representatives to Outside Bodies & Special Responsibilities

4. To approve the minutes of both the Annual Parish meeting and the Parish Council meeting held on 8th April 2024.

5. *To note any members' declarations of interest in items on the agenda*

6. Planning:

- to consider planning applications received
- to report any EHC planning decisions
- to report any Enforcement issues
- to report on any appeals
- to agree a response to the Village Hierarchy Study 2024
- to confirm support for David Rixson to make a direct contribution on the Mimram Valley to the formal update of the East Herts local Plan 2018

7. Finance:

- to approve the accounts for payment
- to confirm receipt of first instalment of precept of £17,500
- to note Cllr D Howson is now setup for online banking
- to confirm agreement to produce a newsletter, associated printing and delivery costs
- to note the annual insurance policy renewal
- to note PAYE RTI completed
- to note payment of annual renewal of ICO has been completed
- to resolve to accept Tewin Parish Council's accounts for financial year end 31.3.2024
- to resolve to accept and approve the Annual Return Section 1 Annual Governance Statement 2023/2024
- to resolve to accept and approve the Annual Return Section 2 Accounting Statements 2023/2024
- to note internal audit by Helen McCash will take place next week

8. Highways and Transport Matters:

- to update on various issues reported to Herts Highways
- to report on progress re boundary signs quote
- to report on email to Herts County Councillor Ken Crofton re fault report process and Information request on Highways Faults

9. Pavilion and Upper Green:

- to report on weekly playground inspections and any incidents
- to note the replacement of the Pavilion Fire Alarm batteries completed
- to agree to accept a quote from John McGuckin for restoring the surface of the Upper Green car park
- to consider a request for a key pad on the entrance doors nearest the tennis courts
- to agree to ask Pavilion CIC to update the Pavilion key log
- to note broken window at Pavilion on 6th May 2024 and agree repair cost
- to consider the request for use of Upper Green for cricket matches during the week

Parish Clerk : Caroline McFarlane Tel: 01438-798969 Email: tewinparishclerk@btinternet.com

TEWIN PARISH COUNCIL

- to confirm agreement that Tewin Cowper Primary School Year 6 can use Upper Green to celebrate the end of their SAT Assessments on 17th May from 12:15 until 3pm
- to note agreement to East Herts Council's Annual Playground Safety Inspection

10. Lower Green

- to agree to accept a quote from Lee Hopkins for clearance of remaining scrub on Todd's Green
- to report on Rose & Crown
- to note receipt of the Asset of Community Value "ACV" forms

11. Risk Assessment

- to note progress of works raised at the parish risk assessment

12. Correspondence:

- to agree a response to correspondence received
- to consider points raised in circulation envelopes and e-circulation

13. Reports of Representatives to Outside Bodies

14. The next meeting will be the Annual Parish Council meeting on **Monday 3rd June 2024 starting at 7.45pm** at Tewin Memorial Hall.