

Belchamp St Paul and Belchamp Otten Parish Council

10 May 2022

**The next meeting of the Parish Council will be held on Tuesday 24 May 2022,
commencing at 7.30pm, in The Community House, Gages Road, Belchamp St Paul.**

A G E N D A

1. Election of Chairman and signing of Declaration of Acceptance of Office
2. Election of Vice Chairman
3. Apologies for Absence and Declarations of Interest
4. PUBLIC DISCUSSION TIME (5 minutes)
5. Approval of the Minutes of the meeting held on 12 April 2022
6. To note Minutes of Annual Parish Assembly meetings on 11 April 2022 (Belchamp Otten) and 12 April 2022 (Belchamp St Paul)
7. Matters arising from the April PC meeting (not covered separately on Agenda)
8. Co-option to fill Councillor vacancy for Belchamp Otten
9. Annual PC administrative matters
 - Appointment/approval of Council Officers and Representatives
 - Adoption of Standing Orders, Financial Regulations and Code of Conduct
 - Appointment of RFO and Internal Auditor / Confirmation of bank signatories
10. Essex County Council matters
11. Braintree District Council matters / BDC Local Plan
12. Finance – Approval of receipts and payments
 - Approval of 2022 Asset Register
 - PC Insurance arrangements for 2022-23
13. 2021-22 Audit – Receive and note the Internal Audit Report
 - Approve the 2021-22 Parish Council Accounts
 - Consider, approve and sign the Audit Annual Governance Statement
 - Consider, approve and sign the Audit Annual Accounting Statements and the Audit Exemption Certificate.
 - Confirm 'Public Inspection of Accounts' dates.
14. Playing Field (PFMC) update
15. Village Design Code workshop on 23 April – Report of meeting / Formation of VDC Working Group
16. ECC verge cutting contract for 2022-23
17. Correspondence
18. Planning – New applications / Decisions
19. PUBLIC DISCUSSION TIME (5 minutes)
20. Any urgent matters and proposals for future agenda items
21. Next Council meeting –
Tuesday 4 July at 7.30pm at The Community House, Belchamp St Paul



Clerk to Belchamp St Paul and Belchamp Otten Parish Council

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