

Dear Councillors

27th April 2021

You are hereby summoned to attend the virtual Meeting of Roxton Parish Council to be held on **Monday, 3rd May 2021 following the Annual Parish Meeting (which starts at 7:30pm)**

Members of the Public are welcome:

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/81059437382?pwd=emNGUHNIVEFkUlpSdEdWRUs0UUcxQT09>

Meeting ID: 810 5943 7382

Passcode: Roxton



Diane Robins, CILCA

Parish Clerk

A G E N D A

1 **To Elect a Chairman**

2 **To Elect a Vice-Chairman**

Public Participation - Standing Orders will be suspended for a period of up to 15 minutes [at the discretion of the Chairman] to allow members of the public to address the Council.

- Report from Borough Councillor Tom Wootton

3 **Apologies**
To receive apologies

4 **Declarations of Interest**
To declare pecuniary interests in any item on the agenda

5 **Appointment of Councillor Responsibilities and Representatives**

1. Personnel Committee
2. Appeals Committee
3. Parish Hall Representative
4. Highways/ROW
5. Recreation Grounds Officers
6. Communications Officer
7. Schools Representative
8. Finance Officer

- 6 **Dates of Meetings for 2021/2022**
To approve the following provisional meeting dates for 2021/2022 (all on Mondays and starting at 7:30pm)
12th July, 13th September and 8th November 2021
10th January, 14th March and 9th May 2022
- 7 **To review internal controls, procedures and policies including:**
1. Standing Orders
 2. Financial Regulations
 3. Risk Assessments
 4. FOI Document
 5. Code of Practice for Handling Complaints
 6. Data Protection/GDPR
- 8 **Minutes**
To approve the minutes of the Parish Council Meeting held on 8th March 2021.
- 9 **Matters Arising from Previous Minutes**
- 10 **Planning**
- 10.1 **Planning Applications**
1. 21/00631/FUL Erection of 1.2m high post and rail fencing and 1.36 high barn gate at 58 High Street, Roxton – no objection
 2. 21/00869/M73A Change of use of agricultural buildings and land to commercial and storage uses. Units 7, 8, 18, 21, 23 & 24 (Use Class E). Storage Units 24 to 37, Storage 19 and Commercial Unit 20 (Use Class B8). Toilet and Canteen (Sui Generis) (development already carried out) at land at High Barns Farm, Bedford Road, Roxton – no objection but concerns regarding junction at C44
 3. 21/00967/LBC Replacement of two wooden register plates with steel register plates in fireplaces at Hope Cottage, 38 High Street, Roxton
 4. 21/00915/FUL Remove and replace hanging tiles to front elevation at 3 Southfields, Roxton
- 11 **Highways**
1. EWR Updates including Judicial Review
 2. A428 Update
 3. Accident on C44
 4. Footpaths
- 12 **Royal Oak Update**
- 13 **Lazy Sunday, Tempsford – Saturday, 28th August 2021**
- 14 **Picnic in the Park - Update**

- 15 **Police**
1. Crime Figures
- 16 **Finance**
1. To approve payments and note any income
 2. To receive information regarding the current financial statement
 3. To receive information regarding the current financial statement including Year End Accounts 2020/2021 with Internal Audit review
 4. To approve the Parish Council's exemption from limited assurance review, if applicable
 5. To approve Annual Governance Statement for 2020/2021
 6. To approve Accounting Statements for 2020/2021
 7. To review insurance arrangements for 2021/2022
 8. To review memberships to professional bodies
 9. To approve arrangements for Play Area annual inspection
- 17 **A.O.B. including Correspondence Received**
1. Request from Blunham CC to install fixed nets at playing field
- 18 **Date of next Parish Council Meeting:** Monday, 12th July 2021 at 7:30m at the Parish Hall [tbc]

Please note: Minutes are available on our website or by request from the Clerk. This agenda is correct at time of publishing but may be subject to change. Please check our website for any amendments or updates at: www.roxton-pc.gov.uk