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Dear Councillor

3<sup>rd</sup> May 2022

You are hereby summoned to attend the Annual Meeting of Dinton with Ford & Upton Parish Council on **Tuesday 10<sup>th</sup> May 2022 at 7.30pm** in Dinton Village Hall, Dinton.

Please note the attached agenda of business and please contact me if you require any further information regarding the proposed business of the council.

*Keith Gray*

**Keith Gray**  
**Clerk to the Council**

**AGENDA**  
**Annual Meeting of Parish Council**

**Tuesday, 10<sup>th</sup> May 2022**  
**7.30pm**

**Dinton Village Hall**



**1. Election of Chairman of the Council**

To elect a Chairman for the term of one year  
The Chairman to sign the Declaration of Acceptance of Office

**2. Apologies for Absence**

To receive and accept apologies for absence notified to the Chairman or Clerk

**3. Declarations of Interest**

To receive any pecuniary or non-pecuniary declarations of interest  
To receive written requests for dispensations for disclosable pecuniary interests (if any)  
To grant any requests for dispensation as appropriate

**4. Minutes of the previous meeting**

To accept and sign the minutes of 12/4/22 as a true record.

**1. Election of Vice-Chairman of the Council**

To elect a Vice-Chairman for the term of one year

**2. Clerk's Report**

To receive a report from the Clerk on matters dealt with and taking forward for the parish council.

*The Chairman to adjourn the meeting in order to receive questions from the public and receive any reports/questions from cllrs on matters relating to council business.*

**3. Questions from the public & any reports from Councillors or questions not on the agenda.**

*The Chairman to re-convene the meeting under Standing Orders*

**4. Finances and Orders for Payment**

To agree and authorise orders for payments and retrospective orders for payment presented by the RFO and/or Clerk

• D Smedley	Bus shelter cleaning	£75.00	101087
• BMKALC	Subscription	£140.28	101088
• K Gray	Admin Contribution	£200.00	101089

To receive, and agree, the monthly finance report from the RFO

## **5. Annual Internal & External Audits**

Council to agree to the Internal Auditor appointment.

That Mrs D Cole be appointed as the Internal Auditor for 2022/2023 Annual Audit.

## **6. Outside Bodies, Organisations & Councillor Leads/Representatives**

To agree the Parish Councillor Representatives to outside bodies/organisations

- Haddenham Community Board
- Cuddington & Dinton CofE School
- Village Hall Committee
- Parish Public Footpaths / Bridleways
- Parish Field & Spinney
- Devolved Services Agreement work
- Any other groups/leads/representatives

## **7. Standing Orders & Financial Regulations**

The Council to review and approve its current Standing Orders & Financial Regulations

## **8. General Powers of Competence**

To resolve to take the powers of the General Powers of Competence and to agree that the Parish Council meets the criteria for eligibility relating to its Electoral Mandate and Qualified Clerk.

## **9. Code of Conduct**

Councillors to agree to abide by the Code of Conduct as advised by Government/NALC/SLCC and administered by the Monitoring Officer of Buckinghamshire Council.

## **10. Policies and Risk Assessments**

Council to review its current Policies and Risk Assessments.

## **11. Co-option of Councillors**

The Council to consider any applications for co-option or to further advertise.

## **12. Devolved Services**

To receive any reports, if available, and agree any specific actions in relation to devolved services.

## **13. Roads & General Maintenance**

To receive any feedback (if required) on matters relating to road maintenance concerns raised with the County Council and other stakeholders.

## **14. Community Orchard**

To receive an update on the works in the Community Orchard and to discuss the requirements for water and agree any proposals.

## **15. Planning Enforcement**

Council to receive an update on the enforcement, by Buckinghamshire Council Planning Enforcement Officers, of specific planning breaches raised by the Parish Council.

1. Ford field, Main Road, Ford - 19/00304/C0N3
2. Land between Hare Folly and Westlington Cottage, Gibraltar, 15/00448/C0N3

**No changes to the above.**

## **16. Planning Applications**

To receive, comment and to either object, support or oppose the following planning applications:

To accept and consider late applications presented by the Clerk.

To note any applications (decisions made and to be made) delegated to Councillors.

- **22/01185/APP**      **Westlington Manor, Oxford Rd, Dinton**  
Householder application for external alterations and single storey rear demolition to form new window and door openings.