

**Annual Parish Council  
Meeting  
7:30pm Tuesday 23 May 2023  
Community Centre**

**Parish Clerk**  
Wingrave Park,  
Winslow Road,  
Wingrave, Bucks  
HP22 4QB

**AGENDA**

To all members of the Council, you are hereby summoned, to members of the Parish you are hereby invited to attend this meeting of the Council to transact the following business:

1. Agree Chairman & Sign Declaration of Office
2. Agree Vice Chairman & Sign Declaration of Office
3. Apologies for absences
4. Reports from Buckinghamshire Council Councillors and the Police
5. Sign off Parish Council Meeting Minutes for 25 April 2023
6. Confirm
  - 6.1. Councillor Areas of Responsibility
  - 6.2. Standing Orders
  - 6.3. Asset Register
  - 6.4. Financial Regulations
  - 6.5. All publication Documents including financial controls
  - 6.6. Direct Debits and Standing Orders
7. Disclosure of interest on items in agenda
8. Planning
  - 8.1 **23/01045/ALB** Yew Tree Cottage Listed building application for replacement of rotten windows and surround with like for like. Confirmation approval given by email consultation with Councillors due to deadline.
9. Wingrave Sewage Works Update – Phil Lees
10. Elms Leys Res Co. request Dog Poo Bin
11. 20mph Update
12. Kirby Fund Requests:
  - 12.1 Improving pathway at bus shelter (£1250.00)
  - 12.2 Church Request for updating kitchen/toilet facilities.
13. Building Regulation Costs approval for Pavilion & Clubhouse Projects Upto £8500.
14. Financials
  - 14.1 Payments since 1 April 2023
  - 14.2 Balance of accounts
  - 14.3 Update on AGAR and 2022/2023 end of year
  - 14.4 Internal Auditors Report
  - 14.5 Payment approvals:
    - Internal Auditor £125
    - Office Innovation Invoices.

