



BILLING PARISH COUNCIL

Established 1894

Serving Bellinge, Ecton Brook, Great Billing and Little Billing

To Members of the Council:

You are hereby summoned to attend the Annual Meeting of the Council at 7.30 pm on Monday 15th May 2023 at the Bernard Weston Pavilion, Great Billing. **Members of the public and press are invited to address the Council at its Public Forum.**

C.L Goodridge - Clerk

9th May 2023

AGENDA

- 52 Election of the Chairman of Billing Parish Council and signing of Declaration of Acceptance of Office.
- 53 Election of the Vice Chairman of Billing Parish Council
- 54 Apologies for absence.
- 55 To readopt the following policies:
 - Standing Orders
 - Financial Regulations
 - Complaints
 - Governance Risk Assessment
 - Dignity at Work
 - Equal Opportunities
 - Grievance Complaints
 - Records Retention
 - Social Media
 - Equality and Diversity
 - Training Statement of Intent
 - Data Protection
 - Data Breach
 - Health & Safety
 - Code of Conduct
 - Lone Working
 - Litter Picking
 - Volunteers
 - Tree Risk Management
- 56 To appoint NCALC as Data Protection Officer
- 57 To appoint Internal Controls Councillors
- 58 To agree appointment of Committees and appoint members to them (e.g Finance Committee, HR Committee)

- 59 To appoint Police Liaison Representative
- 60 Appointment of Northants CALC for internal audit services for year 2023/2024
- 61 Minutes – approval and signing of the Minutes of the Meeting of Billing Parish Council held on Monday 17th April 2023 (Folio Nos. 020/2023 – 024/2023).
- 62 Declarations of Interest
- 63 Public Forum
- 64 To receive any reports from outside agencies/highway warden/SCT etc.
- 65 Planning:
- a. WNN/2023/0350 - Coppers, 22 Penfold Drive, Great Billing – introduction of new window in living room to the front of existing dwelling
 - b. WNN/2023/0158 - 30 Leatherworks Way, Great Billing – revised plans for two storey side extension and single storey rear extension
 - c. To note any determinations received.
- 66 Finance:
- a. Approval of Accounts for payment (already circulated).
 - b. Approval of schedule showing Income and Expenditure compared to budget for the period to 30.04.23 (already circulated).
 - c. To note the bank account balances as at 30th of April 2023.
 - d. To receive the Internal Control Report for Quarter 4 2022-2023 and to consider any action as required (already circulated).
 - e. To approve Internal Auditors Report for the Accounts 2022/23.
 - f. To review and approve Billing Parish's Internal Control Procedures following the Internal Auditors report.
 - g. To approve AGAR Section 1 – Annual Governance Statement 2022/23.
 - h. To approve AGAR Section 2 – Accounting Statements 2022/23.
 - i. To approve the dates for the Exercise of Public Rights.
 - j. To discuss the application received from Little Billing Pocket Park for the annual £1000.00 grant.
 - k. To approve the services of Land & Property Registration (LPR) to ensure all Parish owned land is registered and complete all necessary paperwork on behalf of Billing Parish Council at a cost of £800.00 (report circulated).
 - l. To approve the quotation received from Bell Fencing at the cost of £6620.00 plus VAT to replace 146m of fencing around the Leys plus 14 new posts along the Church Drive Way.
 - m. To approve the quotation received from Bell Fencing at the cost of £480.00 Plus VAT to replace the 10m of fencing at Great Billing Pocket Park.
 - n. To approve the quotation provided by DF Phipps at the cost of £65.00 per hour plus vat to clear the top section of Bellinge Field behind Manor Farm Road and Station Mews and between Bellinge Field and Orchard the GSM has estimated that this will take 24 hours. Total of £1560.00 plus VAT.
- 67 Other Matters
- a. To discuss the request of a parishioner, to reinstall a bench to Station Road, Great Billing just pass Station Mews.
 - b. To discuss the Green Space Manager request to have a drop kerb installed at the entrance of Bellinge Field.
 - c. To consider a tender process for the replacement of 250m of paths on Bellinge Field.
- 68 Updates (if available):

- a. Clerk update
- b. Sporting update
- c. Anti-Social behaviour in Bellinge
- d. Bellinge Community House
- e. Proposed path for Ecton Brook Linear Park
- f. Working towards Climate Emergency Declaration
- g. Community Response to Parish Objectives:
- h. Parish Health & Safety
- i. Billing Parish Fayre

69 Leisure & Recreation:

- 1 To receive report from GSM covering Parish green space.
- 2 To receive report regarding LB Pocket Park.
- 3 To receive report from Ecton Brook Residence Group.

70 To receive any Councillors reports not covered elsewhere.

71 Date of next meeting and closure.