



"Making Life Better"

COLDHARBOUR PARISH COUNCIL

www.coldharbour-pc.gov.uk

Clerk: Mr Keith Gray JP, CiLCA, FSLCC

Parish Office: 01296-422800
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**Fairford Leys Centre
Hampden Square
Fairford Leys
Buckinghamshire
HP19 7HT**

Dear Councillor

24th April 2023

You are hereby summoned to attend a meeting of Coldharbour Parish Council on
Thursday 4th May 2023 at 8.00pm in the Fairford Leys Community Centre.

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, JP
CLERK TO THE COUNCIL**



AGENDA: 4th May 2023

1. Election of Chairman of the Council

To elect a Chairman for a 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

4. Minutes of the previous meeting held on 6th April 2023

To accept the minutes of 6/4/23 as a true record

5. Election of Vice-Chairman

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

6. Clerk's Report

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

Chairman to suspend Standing Orders (adjourn meeting) to enable questions from the public and any reports from councillors.

7. Questions from the Public & Reports. To receive any reports from Parish or Unitary Councillors.

Chairman to reconvene meeting under Standing Orders

8. Outside Bodies & Organisations

To agree the Council representatives to Outside Bodies & Organisations, if necessary.

9. Standing Orders & Financial Regulations

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

10. Council Policies and Procedures

Council to formally approve its current policies and procedures.

11. Internal Auditor

To appoint an Internal Auditor to audit the Parish Council accounts as per procedure.

Proposal that Mrs D Cole be the Internal Auditor for 2023/2024 End of Year Audit/Annual Return.

4. Internal Audit Report for AGAR purposes 2023/2024

Council to receive and agree the Internal Auditor's Report.

5. Annual Governance & Accountability Return 2023/2024 (AGAR)

Council to receive, approve and sign the AGAR and issue to the External Auditor.

12. General Powers of Competence

To resolve to take on 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.

13. Council Committees & Working Group

To approve the membership of Committees and Working Groups

Resources & Personnel Committee	(Finance, Budget, HR)
• Leisure & Services Committee	(Events, Maintenance, Community)
• MVAS – Lead Councillor	(Highways, Traffic Calming)
• Local Police Liaison	(Local PCSO & Thames Valley Police)
• Any other committees or working groups	

14. 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.

15. Finances and Orders for Payment

To agree and authorise the following orders and retrospective orders for payment:

• CH Morgan	Maintenance	£30.61	3653
• AVS Fencing Supplies	Maintenance	£137.68	3654

To receive, note and agree/accept the Councils Financial statements, income and expenditure report. Emailed to all councillors.

16. Decisions by the Resources & Personnel Committee and Leisure Committee Meetings

Council is asked to receive and approve the minutes & decisions of the above Standing Committees. Minutes of the committees have been copied to all councillors.

17. Riverine Corridor Update

To receive an update and make such decisions, as necessary.

18. Playgrounds Refurbishment Working Group

To receive an update report from Cllr James on the discussions and proposals from the working group for the refurbishment of the playgrounds. Council to consider any requests from the working group.

19. Gardenway & Aylesbury Garden Town

To discuss any matters relating to the above project/scheme

20. Planning Applications

To receive, comment and to either object, support or oppose the following planning applications. To consider late applications presented by the Clerk.

All applications are sent to councillors electronically and cllrs should look at the BC website for details of all applications prior to decision at parish council meeting.

- **23/01225/APP** **59 Chelsea Road, FL**
Householder loft conversion including former window and roof lights. Single storey rear extension.

ERNEST COOK TRUST COVENANTS

Permission is sought from the following residents regarding their properties:

- **59 Chelsea Road, FL**
Householder loft conversion including former window and roof lights.
Single storey rear extension.

- **102 Great Meadow Way**
Permission requested for installing 12 solar panels on the front roof elevation of our property. It will be a 12 panel system in black as to legate the appearance at the front of the house. This is the only elevation as it is south facing that we can use. Lawful Development Certificate will also be applied for.