



# Brickhill Parish Council

I hereby invite you to attend a meeting of the Brickhill Parish Council to be held on **Thursday 2nd May 2024 at 7.30pm** in St Marks Church and Community Centre, Calder Rise, Brickhill to consider the following items of business.

Mrs Sue Bottoms  
Clerk to the Council  
25<sup>th</sup> April 2024

## Agenda

Item	Description
1.	<b>Election of Chairman and signing of Declaration of Acceptance of Office</b>
2.	<b>Election of Vice Chairman</b>
3.	<b>Apologies for Absence:</b>
4.	<b>Declarations of interest in items on the agenda:</b>  i) To receive written requests for a dispensation  ii) To consider any requests for a dispensation
5.	<b>To agree the minutes of the meeting held on Thursday 4<sup>th</sup> April 2024</b>
6.	<b>Public Open Session (15 mins)</b>
7.	<b>To review the Terms of Reference for the two Committees and the Advisory Group and to elect members:</b>  i) Planning Committee (5 members)  ii) Finance and Personnel Advisory Group (3 members)  iii) Allotments Committee (3 members)

Item	Description
8.	<b>To nominate one person to vote at the General Meetings of Brickhill Community Association</b>
9.	<b>Financial Matters:</b> <ul style="list-style-type: none"> <li>i) To agree the bank reconciliations and any accounts for payment</li> <li>ii) To agree to continue to pay Wave, Associated Telecom and British Telecom by direct debit</li> <li>iii) To review and agree subscriptions to outside bodies: BATPC, SLCC and NSALG (allotments)</li> <li>iv) To receive the Accounts Summary 2023-24</li> <li>v) To agree the allocation of reserves at the 31<sup>st</sup> March 2024</li> <li>vi) To receive the report from the internal auditor</li> <li>vii) To agree and sign the Annual Governance Statement for 2023-24</li> <li>viii) To agree and sign the Accounting Statements for 2023-24</li> </ul>
10.	<b>To receive a report from the Borough Councillors</b>
11.	<b>To receive an update on the Brickhill Neighbourhood Development Plan and agree any further action</b>
12.	<b>To receive an update on the Annual Parish Meeting held on Thursday 25<sup>th</sup> April in Brickhill Community Centre</b>
13.	<b>To receive the annual inspection reports on the play areas and agree any action</b>
14.	<b>To consider a response to the Borough Council's Right of Way Improvement Plan consultation.</b>
15.	<b>To agree action re: the complaint about litter at the Woodlands Park football pitches</b>
16.	<b>To receive any update on outstanding matters from previous meetings</b>

Item	Description
17.	<p><b>Correspondence:</b></p> <p>List circulated separately</p>
18.	<p><b>To review and agree action re: role of Assistant Clerk/Allotments Officer:</b></p> <p>Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press and public are excluded from this item of the agenda.</p>
19.	<p><b>Date of the Next Meeting:</b></p> <p>Thursday 6<sup>th</sup> June 2024 at 7.30pm at St Marks Church and Community Centre, Calder Rise.</p>