

St Michael Parish Council

Notice is hereby given of the **Annual Meeting of St Michael Parish Council**
at 6.30 p.m. on Tuesday 16th May 2023, to incorporate the **Annual Parish Meeting**.

Venue: The School Room, rear of St Mary's Church, Childwick Green,

All residents of St Michael Parish are invited to attend.

The Parish Council Members' attendance is hereby summoned.

Julia Reading, Parish Clerk, on behalf of Cllr David Meqachin, Chairman 04 May 2023
Email: parish.clerk@stmichaelpc.org.uk Tel: 07542 568476 Website www.stmichaelpc.org.uk

AGENDA

Part 1 – The Annual Parish Meeting

- I. Apologies for absence
- II. Minutes of the Annual Parish Meeting held on 10 May 2022
- III. Chairman's report to St Michael Parish for the year ending 30 April 2023
- IV. Presentation of the Annual Accounts for the financial year ending 31 March 2023
Copies of the accounts are now available on our website
- V. Electors'/residents' discussion forum
- VI. Close and move to the Annual Meeting of St Michael Parish Council

Part 2 – The Annual Meeting of St Michael Parish Council

Note: Five Parish Councillors have been returned to office at the election on 4th May 2023. Each will complete a Declaration of Acceptance of Office form prior to the start of this Meeting.

1. To elect both a Chairman and a Vice Chairman of the Parish Council for the year ending 30 April 2024, and to arrange to receive their Declarations of Acceptance of Office
2. To appoint any representatives to outside bodies (*e.g. SADALC*)
3. To consider the payment of any subscriptions falling to be paid (*as in 2023/24 budget*)
4. To inspect any deeds and trust investments in the custody of the Council (*none*)
5. To consider any apologies for absence from Members
6. To receive any Declarations of Members' Interests
7. To approve the Minutes of the Parish Council Meeting held on 7 March 2023. Unless specifically tabled elsewhere in this Agenda, any matters arising to be discussed at item 19
8. The Annual Governance and Accountability Review (AGAR) 2022/2023
 - i. To receive the Internal Auditor's report and approve the accounts for the financial year ending 31 March 2023
 - ii. To approve the Annual Governance Statement, the Annual Accounting Statements and a Certificate of Exemption from a limited assurance review, all for the same year
 - iii. To agree that the period of public rights to inspect the AGAR documents and supporting accounts will run from Monday 12th June to Friday 21st July 2023 inclusive

Some of the Agenda items which follow, in particular those starred (), may be curtailed or deferred for discussion under pressure of time, or by resolution the topics delegated to working parties for subsequent report to the September Meeting*

9. To consider any applications for co-option to the office of Parish Councillor – two casual vacancies arising after the recent election
Or, if none (as at 4th May), to discuss a recruitment campaign*
10. To receive and accept the national model code of conduct provided by the Local Government Association, as adopted by St Albans District Council*
11. To consider adopting a Civility & Respect pledge*
12. To consider the introduction of a Members' Allowance Scheme*
13. To approve an amendment to the Clerk's terms of employment
14. To consider options for dealing with littering*
15. To agree the commission of a report on the bus shelters
16. To review the Parish Council's Insurance arrangements from 1 June 2023
17. To authorise payments due at 16th May along with payments known to be due before the next meeting of the Parish Council. *(Schedule to follow)*
18. To consider planning applications dealt with by SADC since the previous Meeting
Details are updated periodically at <https://www.stmichaelpc.org.uk/planning-applications/>
The table appended lists cases up to 4th May 2023; any further applications or decisions will be included at the Meeting
19. Councillors' discussion time, to include, if any:
 - Matters arising from previous meeting(s)
 - Reports from Members
 - Items of interest circulated to Councillors prior to the meeting
 - Local sites of interest
 - Updates from the Clerk (verbal)
20. Any other business, at the discretion of the Chairman
21. To agree the time and date of the next meeting, at the same venue:
Suggested: 6.30 (or 7.00?) pm, Tuesday 12th September 2023

St Michael Parish Council – Planning applications March – May 2023

New – to 04 May 2023
5/2023/0677 - Valid From 29/03/2023 Hawkswick House Harpenden Road St Albans Hertfordshire AL3 6JG First floor rear extension and single storey glazed side and rear extensions. Conversion of existing garage to ancillary accommodation to include new openings and rooflights to inner slopes. Alterations and extension to existing single storey glazed link
TP/2023/0118 - Valid From 13/03/2023 Land At Gorhambury House St Albans Hertfordshire AL3 6AHh Various works in relation to tree safety ,refer to schedule of work for detailed specification. Operations include: Removal of major deadwood, removal to ground level an 27/04/2023 - Tree Works in Conservation Area – Deemed Consent
Decisions – to 04 May 2023
TP/2023/0118 – see above
5/2022/2464 Valid From 17/10/2022 2 Beesonend Cottages Beesonend Lane Harpenden AL5 2AA Part two storey part single storey rear and side extensions. Demolition of existing garage and conversion of existing outbuilding into habitable room 24/03/2023 - DC4 Refusal
5/2022/1924 Valid From 01/08/2022 The Fruit Store Gorhambury St Albans AL3 6AL Variation of Condition 5 (boiler details) to allow lawful commencement of the works to application 5/2019/1947 dated 15/10/2019 for Listed Building consent – Change of use of a curtilage listed building to provide a one bedroom dwelling 03/05/2023 - DC10 Listed Building Conditional Consent
Appeals – to 04 May 2023
5/2022/1517 NB, no longer in St Michael Parish - Land Between 84-108 Ragged Hall Lane Chiswell Green St Albans - Construction of seven detached dwellings with new access, boundary treatments and associated works APPEALED 13/04/2023 - App/B1930/W/23/3320280 Following 27/01/2023 -DC4 Refusal