

**KINGSTHORPE PARISH COUNCIL**  
**Council Meeting**  
**17 May 2021**

**You are summoned to attend a meeting of Kingsthorpe Parish Council to be held on 17 May 2021 at 6pm at The Pastures Community Centre, Welford Road, Northampton NN2 8PN**

**Due to the ongoing Covid restrictions in place members of the press and public are asked to contact the Clerk prior to attending as numbers will be limited.**

**Kate Houlihan Interim Clerk and RFO**

**[Clerk@kingsthorpe-pc.gov.uk](mailto:Clerk@kingsthorpe-pc.gov.uk)**

**A G E N D A**

- 1. ELECTION OF THE CHAIRMAN OF KINGSTHORPE PARISH COUNCIL AND RECEIPT OF THEIR DECLARATION OF ACCEPTANCE OF OFFICE FORM**
- 2. ELECTION OF A VICE CHAIRMAN OF KINGSTHORPE PARISH COUNCIL AND RECEIPT OF THEIR DECLARATION OF ACCEPTANCE OF OFFICE FORM**
- 3. RECEIPT OF DECLARATION OF ACCEPTANCE OF OFFICE FORMS FROM OTHER MEMBERS OF THE COUNCIL.**
- 4. APOLOGIES FOR ABSENCE**
- 5. DECLARATIONS OF INTEREST**
- 6. MINUTES:** To approve the Minutes of the meeting held on the 22 April 2021 and to authorise the Chairman to sign them as a true and correct record of the proceedings.
- 7. POLICIES**  
**To adopt the following policies**
  - a) Standing Orders
  - b) Financial Regulations
  - c) Code of Conduct
  - d) Council Complaints procedure
  - e) Model Publication Scheme
  - f) Data Protection Policies
  - g) Grant awarding policy
- 8. COMMITTEES AND WORKING PARTIES**
  - a) **Planning Committee**
    - i. To resolve to form a planning committee

- ii. To appoint members to a planning committee
- iii. To approve the terms of reference for the planning committee

**b) Working Parties**

- i. To resolve to form the following working parties:
  - Library Working Party
  - Climate Change Working Party
  - Staffing Working Party
  - Community Plan Working Party
- ii. To appoint members to the Working Parties
- iii. To approve the terms of reference for the Working Parties

**c) Representatives on Outside Bodies**

- i. To appoint a Police Liaison Representative

**9. RESOLUTION THAT KINGSTHORPE PARISH COUNCIL IS ELIGIBLE TO USE THE GENERAL POWER OF COMPETENCE**

**10. SUBSCRIPTIONS**

- To approve the following subscriptions:
- Northamptonshire Association of Local Councils
- Registration as a data controller ICO
- Zoom (continuing use for working parties and informal meetings/ training)
- Finance software and annual support

**11. PAYMENTS**

To approve the payments (see attached)

**12. PUBLIC SESSION**

Members of the public are invited to submit written questions to the council. As soon as Covid restrictions are lifted members of the public will be invited to ask questions at council meetings without prior notice. The public may attend the meeting, but we ask that you give notice in advance so that we are able to accommodate you in line with Covid restrictions.

**13. CO-OPTION**

To receive information on co-opting to fill the outstanding vacancies on the council.

**14. TRAINING**

To approve a training plan for Kingsthorpe Parish Council.

**15. KINGSTHORPE LIBRARY**

- To receive an update from the working party.

**16. ITEMS FOR INFORMATION ONLY – (including future meeting schedule)**

**For all queries regarding the agenda or to raise a question with the council please contact Kate Houlihan [clerk@kingsthorpe-pc.gov.uk](mailto:clerk@kingsthorpe-pc.gov.uk)**