

**MOULTON PARISH COUNCIL
NOTICE OF ANNUAL COUNCIL MEETING**

Issued at the latest by Wednesday 7th May 2025

I hereby summons you to attend a meeting of the Parish Council of the above named Parish
on

**Tuesday 13th May 2025 7.00pm at Moulton Community Centre (following the Annual
Parish Meeting)**

Public and Press are welcome to attend

Executive Officer: Jane Austin

Parish Office, Moulton Community Centre – Sandy Hill, Reedings, Moulton NN3 7AX

Email: info@moultonnorthants-pc.gov.uk

Website: www.moultonnorthants-pc.gov.uk

Public Participation: *In accordance with Standing Order 3 (e & f), members of the public and press are invited to address Council about any matter relating to the business to be transacted and any function of the Council. A period of time, not exceeding 30 minutes, will be set aside at the start of the meeting for this purpose.*

Item	Agenda
53/25	Election of Chairman
54/25	Election of Vice Chair
55/25	Conduct a Public Session (Duration and content at Chairman's discretion)
56/25	Confirm Election Results. All Councillors to complete and sign required documentation. Resolution for new councillors absent from this meeting to sign Acceptance of Office and required documentation at the next council meeting.
57/25	To fill by Co-option the vacancies due to insufficient candidates standing for election. Resolution to Approve
58/25	Record Attendance, Absence and Apologies from councillors not in attendance. Resolution to Accept Apologies.
59/25	Record any Declarations of Interest on subjects included on this agenda: <i>Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.</i>
60/25	Dispensations: <i>To consider written requests for dispensation of DPI.</i>
61/25	Appoint Councillor Responsibilities
62/25	Appoint Committees and Working Groups
63/25	Appoint representatives as appropriate including Police Liaison Representative
64/25	Confirm Governing Instruments to be adhered to
65/25	To obtain consent from councillors to send and receive agendas by electronic means.
66/25	Confirm eligibility to use General Power of Competence
67/25	Accept Minutes of Council Meeting held on 1 st April 2025. Resolution to accept and sign
68/25	Update on Previous Agenda Items
69/25	Councillors Monthly Update -Councillors to report back on actions during the previous month. Resolution to Approve Actions.
70/25	Executive Officer Update. Resolution to Approve Actions
71/25	Planning Related Matters

	1. Planning Applications -Planning Committee Responses previously submitted to Planning Authority and Responses to be determined at Full Council
	2. Consultation Land off Boughton Road. Resolution to Respond.
72/25	Finance, Administration and Governance Related Matters
	1. Approve Payments as Listed in Appendix 1. Resolution to Approve
	2. Approval of the Annual Internal Audit Report 2024/25. Resolution to Approve
	3. Approval of Section 1 Annual Governance Statement, Annual Governance and Accountability Return 2024/25 Part 3. Resolution to Approve
	4. Approval of Section 2 Accounting Statements, Annual Governance and Accountability Return 2024/25 Part 3. Resolution to Approve
	5. Approval of Explanation of Significant Variances. Resolution to Approve
	6. Approve End of Year Accounts Year Ended 31 st March 2025. Resolution to Approve
	7. Public Works Loan Board Loan Summary as at 31 st March 2025. Information Only.
	8. Approve Level of General Reserves. Resolution to Approve
	9. Approve Asset Register as at 31 st March 2025. Resolution to Approve
	10. Approve Asset Disposal Form 31 st March 2025. Resolution to Approve
	11. Approve List of Annual Council Subscriptions. Resolution to Approve
	12. Appointment of Internal and External Auditors. Resolution to Approve
	13. To confirm Ncalc as the Councils Data Protection Officer (DPO). Resolution to Approve
	14. Review Community Centre Charges. Resolution to Approve
	15. Discuss Use of Bar Community Centre. Resolution to Approve
	16. Review Quotes for Safety Surfaces to Benches. Resolution to Approve
	17. Review Quotes for Replacement Roundabout Forester Road. Resolution to Approve
	18. Review Quote to Install Hand Wash Sink in small first floor office. Resolution to Approve
	19. Consider Awarding Chairmans Allowance. Resolution to Approve
	20. Consider Grant Application. Resolution to Approve Decision
	21. To confirm GDPR Controller documentation is in order and up to date
	22. To confirm MPC is registered with the Information Commissioners Office (ICO)
	23. Approval and Adoption of Scheme of Delegation Policy. Resolution to Approve and Adopt
	24. Approve and Adopt the Following Amended Policies: a. I.T. and Social Media Policy b. Standing Orders c. Financial Risk Assessment
	25. Business Plan Quarterly Update.
	26. Consider Request for Memorial Plaque on Entrance to Crowfields.
	27. Consider Request for Memorial Bench in Crowfields.
	28. Nominate Attendees for Parish Conference 12 th June 2025
	29. Consider Assets of Community Value Applications. Resolution to Approve Decision
73/25	Next Meeting Date – Tuesday 3 rd June 2025

Austin

J Austin, Executive Officer
7th May 2025.

The following short meetings will take place after the close of the Annual Council Meeting

MOULTON VILLAGE HALL TRUST

Item	Agenda
01/25	Record Attendance, Apologies, Absence
02/25	Accept Minutes of Moulton Village Hall Trust Meeting held on 21st May 2024
03/25	Progress any Matters arising from previous minutes
04/25	Approve End of Year Accounts for Year Ended 31 st March 2025
05/25	Approve Trustees Annual Report for Charity Commission Year Ended 31 st March 2025
06/25	Any Other Business
07/25	Date of Next Meeting: To be advised

MOULTON LOCAL HISTORY COLLECTION TRUST

Item	Agenda
01/25	Record Attendance, Apologies, Absence
02/25	Accept Minutes of The Robert Eady Trust Meeting held on 3 rd December 2024
03/25	Progress any Matters arising from previous minutes
04/25	Approve End of Year Accounts for Year Ended 31 st March 2025
05/25	Approve Trustees Annual Report for Charity Commission Year Ended 31 st March 2025
06/25	Any other Business
07/25	Date of Next Meeting: To be advised