



Agenda

The Meeting of the Parish Council, Tuesday 7th May 2024 following on from the Annual Parish meeting at the William Marshall Centre. All Councillors are summoned to attend.

The Press and public are welcome.

M Hilton 2/5/24

1. Election of Chairman for the coming year and sign the declaration of acceptance of office
2. Election of Vice Chairman and sign the declaration of acceptance of office
3. To receive apologies for absence
4. To declare any conflicts and pecuniary interests on any items on this month's Agenda
5. To approve the Minutes from the last meeting
6. Public Forum (ten minutes only)
7. To discuss and consider the Action Log from previous meetings
8. To update the Responsibility Matrix
9. Reports from individual Councillors, Council Groups and Clerk
 - i To discuss any planning applications: *all*
 - ii To discuss bird/ bat boxes: *Cllr Dawson*
 - iii To discuss an Emergency Plan: *Cllr Gardiner*
 - iv To agree a date for Parish Council litter pick: *Cllr Gardiner*
 - v Hurn Drove refurbishment: *Cllrs Goodger and Spears*
 - vi To review insurance: *Cllr Gardiner*
10. To note any Health and Safety issues
11. Finance
 - i To note payments made since last meeting
 - ii To note income and expenditure balances reconciled from the previous month
 - iii To note the Quarterly Progress Against Budget
 - iv To note the internal audit
 - v To approve **Section 1 of the Annual Governance and Accountability Return 2023/24 - the Annual Governance Statement** (part of the external audit document)
 - vi To approve **Section 2 of the Annual Governance and Accountability Return 2023/24 - the Accounting Statements**
12. To propose any items for the next agenda
13. To note the date of the next Annual Parish Council meeting – 2nd July 2024 at 7.15 pm at William Marshall Centre

14. Close