

# Chirton & Conock Annual Parish Council Meeting

## Tuesday 14<sup>th</sup> May 2024 at 6.45pm

The public and press are welcome to attend this meeting

### Agenda

- 14 Receive Apologies for absence.
- 15 Elect Chairperson for year 2024/25
- 16 Chairperson to sign Acceptance of Office
- 17 Elect Vice Chair for year 2024/25
- 18 Vice Chair to sign Acceptance of Office
- 19 Receive declarations of interest or requests for dispensation.
- 20 Receive and approve Minutes of Parish Council Meetings held on 16<sup>th</sup> April 2024
- 21 Finance:
  - a) Approve Cash Book and Bank Reconciliation statements April 2024
    - i) Treasurers account
    - ii) Savings account
  - b) Approve Cash Book and Bank Reconciliation statement April 2024
    - i) Chirton Parish Hall Account
  - c) New Invoices
  - d) Budget & EMRs Proposed Adjustments sent via email for agreement and ratification.
- 22 AGAR 23/24
  - a) Approve Internal auditor's Report 2023/24
  - b) Approve AGAR Section 1 - Annual Governance statement 2023-24
  - c) Approve AGAR Section 2 - Accounting Statements 2023-24
  - d) Approve and sign the Exemption Certificate verifying that the Council meet the qualifying criteria and therefore is exempt from a limited assurance review by the external auditors.  
Year End Accounts – to show working for figures in exemption Certificate.
  - e) Notice of Public Rights – to be Agreed and put onto Noticeboards on Friday 31<sup>st</sup> May 2024.
- 23 Annual Payments
  - a) Agreement of Annual Subscription Due: NALC/WALC for No. of Electors 312, SLCC
  - b) Agree Annual Zurich Insurance
  - c) Annual Payments Authorisation.
- 24 Approve Asset Register
- 25 Approve and adopt Social Media policy for 2024/25 (previously circulated)
- 26 Approve and adopt Code of Conduct for 2024/25 (previously circulated)
- 27 Approve and adopt Standing Orders for 2024/25 (previously circulated)
- 28 Approve and adopt Complaints process 2024/25 (previously circulated)
- 29 Approve and adopt Financial Regulations for 2024/25 (previously circulated)
- 30 Approve and adopt Risk Assessment for 2024/25 (previously circulated)
- 31 Approve and adopt Charitable Giving policy 2024/25 (previously circulated) Increase of gift allowance per electorate to £10.81 under section 137
- 32 Approve and adopt GDPR Data Privacy policy 2024/25 (previously circulated)
- 33 Actions and Items from last Meeting to be updated.
  1. Flood Programme of works Conock and additional property flood protection progress
  2. LHF1G 20mph speed restriction assessment - discussion and agreement
  3. Parish Steward works update and ongoing.
  4. Dog waste Bins
  5. Planning Application: PL/2024/03109 & PL/2024/03709 Manor Farm, 17 the Street, Chirton SN10 3QS
  6. Late Planning Applications
- 34 Confirm dates for future Meetings.

**Susannah Lampard**, Clerk to the Council