

1st May 2024

To all Members, Tibberton & Cherrington Parish Council

Copied to others for information.

Dear Colleagues

You are hereby summoned to attend the next Full Council meeting of Tibberton & Cherrington Parish Council for the municipal year 2024/25 on the 13th of May 2024 at Tibberton Village Hall at 7.00pm.

Yours

Claire Chapman

Parish Clerk

ANNUAL PARISH MEETING (Open to all the electors of the parish)
1. Welcome from the Chairman of the council
2. Adoption of Minutes for Annual Parish Meeting, May 18^h 2023
3. Short report on Parish matters 2023/24 by the Chairman of the Parish Council
4. Open forum for Parishioners to raise matters of interest or concern.

ANNUAL GENERAL MEETING OF THE PARISH COUNCIL

Public Session

Parishioners are welcome to bring matters to the Council's attention.

(For information; if a detailed response is required, it would be helpful for the Clerk to receive your questions, in writing, preferably, 7 days in advance of the meeting).

AGENDA

- 24/01** a). **Election of Chair and Vice-Chair of the Parish Council**
 b) **To consider vacancies and co-opt applicants**
 All Councillors to complete and sign 'Acceptance of Office' form.
 All Councillors to agree to 'Code of Conduct'.
- 24/02** **Apologies**
 To note and record apologies.
- 24/03** **Declaration of Interests**
 a) All councillors to complete and sign 'Register of Interest' form
 b) To record declaration of interest regarding items on this agenda.
- 24/04** **Audit Committee 24/25**
 To confirm the membership for this current year

24/05 Minutes of the Full Council Meeting held 11/03/2024.
To approve the minutes of the last meeting of the Parish Council as an accurate record of decisions made.

24/06 Finance Report
The Clerk will provide an overview of the Council's financial position.

- a) To adopt the Annual Accounts 2023/24 (Annex A)
- b) Internal Audit: To consider the findings of the review of the effectiveness of the Council's system of internal control (Annex B).
To receive and note annual internal audit report (Annex C).
- c) To approve the Annual Governance Statement 2023/24 (Annex D).
- d) To consider and approve the Accounting Statements for 2023/24 (Annex E).
- e) To confirm the Parish Council wishes to certify an exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. (Annex F).
- f) Asset Register: To adopt the revised Asset Register
- g) Standing Orders: To adopt the revised Standing Orders
- h) Financial Regulations: to adopt the revised financial regulations.
- i) To approve the Clerk's annual salary.
Currently - £SCP 5. The salary is to be paid quarterly.
- j) To approve payments to be made -
10 cheques for approval – Clerk salary, PAYE and expenses, Internal audit and SALC affiliation fees, Purchase of lawnmowers, Perspex and paint for repairs, insurance and defibrillator pads.
- k) To agree and confirm current cheque book signatories.
- l) To agree and confirm Donations/Grants for consideration.

24/07 Planning
To consider new applications and to note those refused/approved since last meeting.

24/08 Outstanding Items, for information
To receive information on outstanding items and any actions from last meeting

24/09 Update on Grants, for information

Tibberton Trot	£1000
Tib Fest 2024	£1000
Tibberton Speed Awareness PCC Grant	£3300

24/10 AOB
Neighbourhood watch

Date of next meeting: Monday 8th July 2024 at 7.00pm, Tibberton Village Hall