

Scopwick and Kirkby Green Parish Council

<https://scopwick.parish.lincolnshire.gov.uk/>

1st May 2024

Dear Councillors,

You are hereby summoned to attend the Annual Meeting of the Council which will be held on **Tuesday 7th May 2024, following on from the Annual Parish Meeting**, in Scopwick Village Hall. The business to be dealt with at the meeting is listed in the agenda.

Following the election of the Chair and Vice-Chair, there will be a public forum. At the discretion of the Chair, members of the public will be invited to make representations or to ask questions in respect of matters on the agenda and other matters in the parish.

A further 10 minutes will be set aside to receive brief reports of the Police, elected members of Lincolnshire County Council and North Kesteven District Council.

Jack

Jack Sargent
Parish Clerk

AGENDA

1. To elect a Chair of the Council for the forthcoming term of office.
2. To receive the Declaration of Acceptance of Office of the Chair
3. To elect a Vice-Chair of the Council for the forthcoming term of office.
4. To receive the Declaration of Acceptance of Office of the Vice-Chair.
5. Public Forum
To resolve to suspend the meeting for a maximum of 15 minutes to allow members of the public to make representations or to ask questions.
6. Welcome from the Chair of the Parish Council.
7. Apologies for Absence.
To resolve to accept apologies for absence and where valid reasons are given to the Clerk prior to the meeting, in accordance with Local Government Act 1972 s85 (1).
8. Declaration of Interest.
To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.
9. To appoint members to Committees of the Council
 - a. Playing Field Committee
 - b. Village Hall Committee
10. To appoint members to areas of interest:
 - a. Highways and footpaths
 - b. Maintenance of grass, trees, and hedging
 - c. Traffic and road safety
 - d. Risk assessments and health and safety.
11. To receive a budget review for the fourth quarter of the financial year.
12. To receive the end of year bank reconciliation for 2023-24.
13. To approve the Annual Governance and Accountability Return (AGAR) forms for the 2023-24 financial year.
 - a. To approve section 1, points 1 - 9 of the Annual Governance Statement.
 - b. To approve section 2, the Accounting Statement.

14. To review policies:

- a. Standing Orders
- b. Financial Regulations
- c. Reserves Policy
- d. Code of Conduct