

Meeting Notice and Agenda (published 17th May 2023)

The Annual Parish Council Meeting / AGM of Emneth Parish Council
Tuesday 23rd May 2023 at 6.30pm at Emneth Central Hall

All councillors are summoned to attend the next meeting of the parish council
This is an open meeting and the press and public are both welcome

There is an Open Forum for public participation at every meeting when members of the public are invited to address Council Members relating to council matters. The press and public are not permitted to take part in the debates during the meeting.
Kate Bennett - 17th May 2023

All Declarations of Acceptance of Office Forms to be signed by Members *before* the meeting starts

Agenda

1. Welcome
2. To receive nominations for and elect a Chairman for 2023/ 2024
3. Chairman to sign a Declaration of Acceptance of Office form
4. To receive nominations for and elect a Vice-Chairman for 2023 / 2024
5. To receive and approve apologies for absence
6. Members Code of Conduct: Members to receive their Register of Interests forms and return to the Clerk within 28 days of this meeting
7. To declare any pecuniary interests in any items on the agenda and consider any written requests for dispensations¹
8. Open Forum for public participation (fifteen minutes only)
9. To consider co-opting onto the Parish Council any qualifying interested parties present to fill the two casual vacancies
10. To approve the Minutes of the last meeting held on 25th April 2023
11. Clerk to provide an update on any matters not on this month's agenda
12. Parish Matters
 - a) To resolve to adopt an updated version of the Code of Conduct for the Council
 - b) To approve the Council's Standing Orders for 2023 2024
 - c) To discuss health and safety issues along the canal towpath
13. To consider and approve the 2022 / 2023 Summary of Receipts and Payments
14. To consider and complete Section 1 of the Annual Governance and Accountability Return 2022 / 2023
15. To approve Section 2 of the Annual Governance and Accountability Return 2022 / 2023: Accounting Statements

¹ A dispensation form should be requested from the Clerk before the meeting dates to be considered by Full Council prior to the start of the next meeting

16. To appoint representatives on the following Working Party Groups: a) Finance, b) Cemetery and c) Former canal towpath
17. To appoint representatives on outside bodies: a) Emneth Central Hall Management Committee, b) the Playing Field Committee and c) Police
18. Finance
 - a) To consider and approve the Council's Financial Regulations and Operational Risk Assessment for 2023 / 2024
 - b) To consider and approve the asset register and annual parish council insurance renewal 2023 / 2024
 - c) To consider a quote for repairs to the church wall
 - d) To resolve to approve all payments since last meeting
 - e) To note income since last meeting
 - f) To note bank account balances
 - g) Two councilors to view the bank statements
 - h) To resolve to elect signatories on the bank account for 2023 / 2024
19. To consider Planning Applications and Decisions since last meeting
20. Correspondence
21. To receive a report from the Borough Council
22. To receive a report from the County Council
23. Items for the next agenda
24. To consider excluding the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed (if necessary)
25. To note the date of the next parish council meeting: Tuesday 27th June 2023 at 6.30pm at Central Hall