

Haighton Parish Council

Dear Councillor,

Notice of Parish Council Meetings

I hereby give you notice that the next meeting of the Parish Council will be held at **Manor Vale on Monday, 20th May, 2024, at 7.30p.m..**

All members of the Parish Council are hereby summoned to attend for the purposes of considering and resolving upon the business as set out hereunder.

Dated this 29th day of April, 2024.

J.Jones, Clerk to the Council.

Annual Parish Assembly

This meeting is open to members of the public who may wish to raise items for discussion.

Annual Parish Council Meeting

- 1) *Updating the Members' Disclosable Pecuniary Interests Forms.*
- 2) *Appointment of Chair*
- 3) *Appointment of Vice-Chair*
- 4) *Appointment of signatories of Parish Council cheques*
- 5) *Minutes of the last Annual Parish Council Meeting dated 15th May 2023 to be confirmed as a correct record of the meeting and signed by the Chairman.*
- 6) *Matters Arising from the minutes of the last Annual Parish Council Meeting.*
- 7) *Annual Highway review.*
- 8) *Governance:*
 - *Review of this Council's Accounting Records and Risk Assessment;*
 - *Assets;*
 - *Review of the level of fidelity guarantee;*
 - *Internal Audit: Review of Effectiveness;*
 - *Review of the Standing Orders of this Council.*
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Normal Parish Council Meeting

Agenda

- 1) *Apologies for absence*
- 2) *Minutes of the last Parish Council Meeting held on 18th March, 2024.*
- 3) *Matters arising.*
- 4) *Correspondence*
- 5) *Planning*
- 6) *Meetings*
- 7) *Accounts*
 - *Certificate of Exemption Form to be signed*
 - *Annual Audit: Accounts of YE 31/3/24 to be signed*
 - *Annual Audit- Statement of Assurance to be signed*
 - *The Annual Precept*
 - *Payments etc.*
- 8) *AOB*
- 9) *Date of next meeting.*