

Aldford and Saighton Parish Council

TO: ALL MEMBERS OF THE COUNCIL

Dear Member

You are HEREBY SUMMONED to attend the Annual General Meeting of the Council to be held on WEDNESDAY 4TH MAY 2022 AT 7.15PM at ALDFORD VILLAGE HALL for the purpose of transacting the business set out on the agenda below. The meeting will be held in the main hall.

Yours sincerely

Claire Taylor

Clerk to Aldford and Saighton Parish Council

Members of the public and the press are welcome to attend. Further details available from the Clerk aldfordparishclerk@outlook.com or by calling 01829 270887.

1. ELECTION OF CHAIRMAN.

To elect the Chairman of the Parish Council for the forthcoming year.

2. ACCEPTANCE OF OFFICE.

3. ELECTION OF VICE CHAIRMAN.

To elect the Vice Chairman of the Parish Council for the forthcoming year.

4. CO OPTION OF COUNCILLOR.

To co opt to the vacancy of Councillor.

5. APOLOGIES FOR ABSENCE.

To receive and approve apologies for absence as reported to the Clerk.

6. DECLARATIONS OF INTEREST.

Members are invited to declare any personal, prejudicial or pecuniary interests they may have in any item on this agenda, subject to the rules regarding disclosure contained in the current Members' Code of Conduct and as defined by regulations.

7. PUBLIC PARTICIPATION (Limited to 10 minutes).

Members of the public will be invited to comment on any items on the agenda before business commences.

8. POLICE UPDATE.

9. BOROUGH COUNCILLORS REPORT.

To receive a report from the Borough Councillor.

10. MINUTES OF THE LAST MEETING.

To approve the Minutes of the meeting held on 23 March 2022 as a true and accurate record.

11. MATTERS ARISING.

- i) Defibrillators: To receive an update.
- ii) Chapel Lane water leaks: To receive an update.
- iii) Railway bridge at Saughton: To receive an update on potholes.
- iv) School Lane: To receive an update on reinstatement of cobbles.
- v) Bruera Church: To receive an update on repositioning of chevron signage.
- vi) PCC meeting: To receive a report.

12. APPROVAL OF STATUTORY DOCUMENTS.

To readopt and approve unchanged the Parish Councils Standing Orders, Financial Regulations/appointment of signatories and Risk Assessment. To adopt the revised Code of Conduct adopted by CW&C Council.

13. ACCOUNTS.

To approve the payment of salaries and expenses, the payment of invoices for goods received and services rendered, to note any receipts and to receive details of current balances.

- i) Additional signatory: Update on progress.

14. ANNUAL AUDIT/ ANNUAL GOVERNANCE and ACCOUNTABILITY RETURN (AGAR)

- i) To note Internal Audit concluded by Hacker Young. **To follow.**

- ii) To approve AGAR Annual Statement of Accounts Part 1. **To follow.**
- iii) To approve AGAR Annual Statement of Accounts Part 2. **To follow.**
- iv) To declare Smaller Authorities Exemption from External Audit. **To follow.**
- v) Appointment of Internal Auditor for 2022/2023.

15. PLANNING.

Circulated to all Councillors.

16. CORRESPONDENCE.

To receive correspondence, publications and invitations and agree actions and attendees.

- i) Insurance renewal invitation: To agree.

17. STANDING CONSIDERATION OF HIGHWAY MATTERS.

Members may inform the Clerk of any issues regarding highways and footpaths.

18. ANY OTHER BUSINESS.

- i) Communication: To agree rules of communication between members between meetings.

19. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on Thursday 1st September 2022 at 7.15pm at Saighton Village Hall. (Tbc).