

Holme Parish Council

NOTICE OF MEETING: Annual Meeting of the Parish Council

TIME: 7.00pm

DATE: Thursday 16th May 2024

VENUE: Holme Village Hall

All members of the Council are hereby summonsed to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

The meeting is open to the public including press.

Agenda

- 1. Chairman's welcome to all Councillors**
- 2. Apologies for absence.**
- 3. Election of Chairman**
- 4. Election of Vice Chairman**
- 5. To receive declarations of interest.**
 - a. Councillors to declare any personal interest in any items on the agenda.
 - b. Councillors to declare any personal and/or prejudicial interests in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- 6. Public participation.**
- 7. Reports from District and County Councillors.**
- 8. To review Standing orders and adopt**
- 9. To note new financial regulations released by NALC on 3rd May will be reviewed at July meeting.**
- 10. To review & note Risk Assessment.**
- 11. To review Policies & adopt**
- 12. To approve and sign the minutes of meeting held on 21st March 2024**
- 13. End of year Accounts and completion of Annual Governance and Accountability Return (AGAR)**
 - a. To approve the Annual Accounts 2023/24
 - b. To receive and note the Auditor's report

- c. Annual Governance Statement 2023/24. To read questions, approve and Chairman to sign.
- d. Approval of Accounting Statements 2023/24 to approve and Chairman to sign.
- e. Certificate of Exemption - (AGAR form 2) to resolve that Holme Parish Council meets the criteria for 2023-24 and wishes to be an exempt authority - signature by Chairman.
- f. Agree dates for Exercise of Public Rights notice (3rd June to 12th July)

14. Financial report.

a. Current position: As at 5th May 2024 cash balances were £72,237.14

b. Payments to authorise:

3/04	BACS	Clerk wages & expenses	£379.64
03/10	BACs	RJC Countryside invoice 2923	£427.20
15/04	DD	IONOS	£8.44
18/10	DD	O2	£7.64
April	BACs	RJC Countryside invoice 2928	£427.20
April	BACS	RJC Countryside invoice 2934	£427.20
2/05	BACS	Clerk Wages & Exps May	£471.21
May	BACS	RJC Countryside invoice 2935	£96.00
May	BACS	I Cooper-Internal Audit	£80.00
10/05	DD	Information Commissioner's Office annual fee	£40.00
May	BACS	Society of Local Council Clerks subscription	£105.00

c. To note: Receipts: £15,000 precept and £2,393.23 CIL received. CCC have been invoiced £726.60 for grass cutting

d. To note: Status of bank accounts with Unity Trust Bank & Barclays Bank

15. Understand and agree next steps for filling councilor vacancy

16. Survey of trees in Churchyard

- a) To note results of survey conducted by Cllr H Watson
- b) To agree appointment of contractor to inspect trees

17. Beautification of village

- a) Bin emptying - agree scope and roles & responsibilities
- b) Agree next steps for appointment of a “handy person”
- c) Approve expenditure of up to £40 on long handled litter pickers
- d) To agree timings of purchase of a replacement notice board
- e) To review plans for refurbishing other two notice boards
- f) Agree scope of signage for POW graves
- g) Review correspondence from a resident

18. To receive update from playground subcommittee

19. Reports from Councillors/Clerk on activities since last meeting

20. Date of the next Parish Council Meetings: 18th July, 19th Sept, 21st Nov

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6th May 2024