

BODDINGTON PARISH COUNCIL

Chair: Cllr M Harrison

Clerk: Mrs M Hinde

Tel: 07810642792 E-mail: boddingtonpc@gmail.com

The Annual Meeting of Boddington Parish Council will be held at Cheltenham West Community Fire Station Wednesday 4 May 2022

To: All members of the Parish Council:

You are hereby summoned to attend the Annual Meeting of Boddington Parish Council to be held at Cheltenham West Community Fire Station on Wednesday 4 May 2022 following the Annual Parish meeting which commences at 7.00pm.

Michelle Hinde

Clerk to the Council

27/04/2022

ANNUAL MEETING OF BODDINGTON PARISH COUNCIL MEETING AGENDA

- 1 To elect Chairman and Vice Chairman and Acceptance of Office forms to be signed.
- 2 The Chairman will formally ask if anyone is intending on recording or filming the meeting
- 3 To receive comments from the public – no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda of the next meeting
- 4 To note apologies for absence
- 5 To receive declarations of interest for items on the agenda below, (Localism Act 2011) and to confirm the meeting quorate.
- 6 To discuss the resignation of Rob Hewlett
- 7 To confirm and agree Minutes of the Parish Council Meeting held on 2 February 2022
- 8 To receive Clerks Report and agree actions
- 9 To receive Borough Councillors Report
- 10 To receive County Councillors Report
- 11 **Finance, all documents to be circulated prior to the meeting:**
 - a) To approve the annual accounts and bank reconciliation for Year End 31 March 2022
 - b) To receive the Internal Auditors Report
 - c) To discuss registering as exempt from External Audit and signing Certificate of Exemption on part 2 of AGAR
 - d) To approve the Annual Governance Statement 2021-22 (AGAR Section 1) for external auditors PKF Littlejohn
 - e) To approve Accounting Statement 2021-22 (AGAR Section 2) for external auditors, PKF Littlejohn
 - f) To agree dates for the exercise of public rights to inspect accounts
 - g) To review bank signatories and agree actions
- 12 To receive update on Parish Council procedures and resolve to agree actions:
 - a) To review subscriptions to other bodies and agree actions

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- b) To confirm arrangements of insurance cover in respect of all insured risks
- c) To approve Parish Council Meeting Dates for 2022/23
- 13 To review the following council procedures:
 - a) Standing Orders
 - b) Financial Regulations
 - c) Code of Conduct
 - d) Complaints Procedure
 - e) Data Protection and Freedom of Information
- 14 To Receive an update on footpaths and agree actions
- 15 To discuss complaints received regarding the signs on the village gates and agree actions
- 16 To discuss the internal control procedure completed in November 2021 and agree actions
- 17 To Receive Mike Harrison resignation and agree actions
- 18 To Receive items for the next meeting agenda
- 19 Date of Next Meeting: 3 August 2022 7pm