

# Upper Hardres Parish Council

## Annual Meeting of the Council

Members are hereby summoned, and notice is given, that the Annual Meeting of Upper Hardres Parish Council will be held at Bossingham Village Hall on **Monday 14 May 2024 at 6.30pm**

Signed: Clare Hamilton, *Clerk/RFO Upper Hardres Parish Council*, 07 May 2024

### Agenda

#### **1. Appointments**

- i. Appointment of Chair
- ii. Appointment of Vice Chair
- iii. Councillor roles

#### **2. Apologies and absences**

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted*

#### **3. Councillors' Acceptance of Office and Code of Conduct, and declarations of Disclosable Pecuniary Interests**

#### **4. To consider acceptance of Minutes of Annual Meeting held on 23 May 2023**

#### **5. To consider completion of Annual Governance Statement 2023/24**

#### **6. To consider the effectiveness of the system of Internal Control**

#### **7. To consider the Accounting Statements for the year ended 31 March 2024**

#### **8. To note the agreed Budget for the financial year 2024/25**

#### **9. To consider any amendments to Financial Regulations**

#### **10. To consider any amendments to Banking arrangements**

#### **11. To consider review of Insurance cover and renewal quotations**

#### **12. To consider review of Policies and Procedures**

#### **13. To review Bossingham Playing Field**

#### **14. To consider UHPC Grant Fund awards applications**

#### **15. For information**

Annual Parish Meeting follows at 7.30pm.

Chairman Nick Waldron