

CLOPTON PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

Thursday 19 May 2022 at 8.00 pm Clopton Village Hall

A G E N D A

Members of the public will have the opportunity to speak regarding any items on this agenda or raise issues for future consideration at the discretion of the Chairman.

- 1. Election of Chairman and Declaration of Acceptance**
- 2. Chairman's Welcome**
- 3. Public Forum/Open Session**
 - County and District Councillor's Reports
 - Village sign update
 - Dog poo bin update
 - Rouse Hall Estate update
- 4. Apologies**
 - To receive councillor's apologies for absence.
- 5. Declaration of Interests/Dispensation Applications Received**
- 6. Election of Other Officers**
 - Officers to be elected:
Vice Chairman
SALC Representative
Emergency Planning Officer
Responsible Finance Officer
Communications
- 7. Minutes**
 - To approve the minutes of the last meeting of the Council, Thursday 17th March 2022.
- 8. Matters arising from the minutes**
- 9. Finance**
 - To receive the financial report from the RFO including balances at the bank.
 - To receive and approve payments since last meeting and authorise cheques.
 - To approve NALC Salary Pay Scales 2022-2023.
 - To approve the end of year accounts 2021-2022.
 - To complete the Annual Governance and Accountability Return: Sections 1 and 2. (Approve Accounting Statements and Annual Governance Statement)
 - Review Asset Register
 - Review Risk Management Document
 - Review Financial Regulations
 - Review Internal Controls
 - Review Memberships
 - Training for new councillor

CLOPTON PARISH COUNCIL

10. **Non financial policies for review**
 - Review Standing Orders
 - Review Code of Conduct
 - Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation –
11. **Planning matters**
 - To receive planning decisions.
 - To consider planning applications received after the agenda was produced.
 - Other planning matters.
12. **Internal Auditors Report**
 - To review Auditors Report
 - To assign an internal auditor for FY 2022/23
13. **B1078/79 Speed issues**
14. **Village Hall – Lease Renewal**
15. **Jubilee update**
16. **Possible Litter Pick**
17. **Website**
18. **Clerk's Report on Urgent Decisions since the last meeting**
19. **Officer's and Representative's Reports**
20. **Correspondence** (for information)
21. **Dates of future meetings**
 - 28th July 2022, 7.30pm, Village Hall, Parish Council Meeting.
 - 15th September 2022, 7.30pm, Village Hall, Parish Council Meeting.
 - 17th November 2022, 7.30pm, Village Hall, Parish Council Meeting.
 - 19^h January 2023, 7.30pm, Village Hall, Parish Council Meeting.
 - 16th March 2023, 7.30pm, Village Hall, Parish Council Meeting.

Signed..... Clerk to Clopton Parish Council

Date.....