

CLOPTON PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

Thursday 18th May 2023 at 8.00pm 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– if not already given at APM
4. **Apologies**
 - To receive councillor's apologies for absence.
5. **Declaration of Interests/Dispensation Applications Received**
6. **Councillors Acceptance of Office forms received**
7. **Election of Other Officers**
 - Officers to be elected: -
 - Vice Chairman
 - SALC Representative
 - Emergency Planning Officer
 - Responsible Finance Officer
 - Communications
 - Events Committee Membership
8. **Minutes**
 - To approve the minutes of the [meeting of the Council, Thursday 16th March 2023](#).
9. **Matters arising from the minutes**
10. **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 the end of year accounts 2022-2023
 - [2022/23 Income & Expenditure](#)
 - [2022/23 Bank Reconciliation](#)
 - [2022/23 Receipts and Payments](#)
 - 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
 - Development Pathway for Councillors

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11. Non-financial policies for review

- Review [Standing Orders](#) and [March 2022 Standing Orders Amendment](#)
- 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
[Privacy statement](#) [Data protection impact assessment](#)
[Data retention policy](#)

12. Planning matters

- Planning applications considered since 16th March meeting
- To receive planning decisions.
- To consider planning applications received after the agenda was produced
- Other planning matters.

13. Internal Auditors Report

- To review Auditors Report ([Internal auditor's summary 2022/23](#) and [Internal auditor's full report 2022/23](#))
- To assign an internal auditor for FY 2023/24

14. B1078/79 Speed issues

- B1078 Position of proposed rumble strips
- Possible Repayment of ESC Grant Funding

15. LGA (Local Government Association) General Power of Competence

16. First Responders for Clopton and Otley

17. Litter Pick (from 16th April)

18. Coronation Event (from 5th May)

19. Clerk's Report on Urgent Decisions since the last meeting

- Community benefits for electricity transmission network infrastructure consultation - deadline 25 May 2023
- Website accessibility

20. Officer's and Representative's Reports

21. Correspondence (for information)

22. Matters to be brought to the attention of the Council for the next meeting

23. Dates of future meetings

- 20th July 2023, 7.30pm, Village Hall, Parish Council Meeting.
- 21st September 2023, 7.30pm, Village Hall, Parish Council Meeting.
- 16th November 2023, 7.30pm, Village Hall, Parish Council Meeting.
- 18^h January 2024, 7.30pm, Village Hall, Parish Council Meeting.
- 21st March 2024, 7.30pm, Village Hall, Parish Council Meeting

Signed..... Clerk to Clopton Parish Council

Date.....