

## **SILK WILLOUGHBY PARISH COUNCIL MEETING**

**Thursday 22<sup>nd</sup> June at 7.30pm in Silk Willoughby Village Hall**

Dear Councillor

I hereby give you notice the meeting of SILK WILLOUGHBY PARISH COUNCIL will be held on Thursday 22<sup>nd</sup> June at 7.30pm. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Clerk to the Council: Rowena Boden Dated: 10<sup>th</sup> June2023

Public Forum: The Parish Council Meeting will be preceded by a public forum, for which Councillors are also asked to be present, when members of the public may ask questions or make short statements to the Council. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

### **AGENDA**

Chairman's Welcome and Housekeeping Arrangements.

#### **PUBLIC PARTICIPATION SESSION**

To receive reports from outside bodies.

Report from C. Cllr Hagues

Report from D. Cllr Jackson

Questions or Points raised by residents and members of the public.

#### **COUNCIL SESSION**

**1. Apologies for Absence:** To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

**2. Declarations of Interest:** To receive Declarations of Pecuniary Interests of all parish councillors.

**3. Approval of Minutes -** To approve and accept as a true record the notes of the meeting of the Parish Council held on 2<sup>nd</sup> February 2023 and to authorise the Chairman to sign the official minutes.

**4. AGAR 2022/23:** To finalise the accounts for the year 2022/23

a) End of Year: Cash book and bank reconciliation as of March 2023

b) To receive the Internal Auditors report.

c) Annual Governance and Accountability Return: Section 1, Governance Statement. To approve and give permission for the Chairman and Clerk to sign.

- d) Annual Governance and Accountability Return: Section 2, Accounting Statement. To approve and give permission for the Chairman and Responsible Finance Officer to sign.
- e) Analysis of Variances. To approve the variances.
- f) Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015. To approve the dates Monday 26<sup>th</sup> June – Friday 4<sup>th</sup> August 2023.