

THORPE MALSOR PARISH COUNCIL

All Councillors are summoned to the Annual Meeting of Thorpe Malsor Parish Council to be held on

**30th May 2024 at 7.00pm
in the Village Hall, Thorpe Malsor**

AGENDA – Annual Meeting

1. To elect the Chair for 2024/25 and receive the Chair's Declaration of Acceptance of Office.
2. Apologies for absence.
3. To receive declarations of interest relating to business on the agenda.
4. To confirm parish representatives: a) Internal Controls Officer b) Footpaths Warden c) Police Liaison Representative d) Health & Safety Officer e) Defibrillator Officer f) Any other representatives that might be considered necessary.
5. Approval and signature of minutes of the Ordinary meeting of 30th January 2024.
6. Matters Arising.
7. Open Forum (public participation session).
8. To receive and approve the Annual Governance and Accountability Return (AGAR) including:
 - a) Review of the Internal Auditor's Report.
 - b) Approval of Annual Governance Statement (Section 1).
 - c) Approval of Accounting Statements (Section 2).
 - d) Approval of Certificate of Exemption.
9. Finance
 - a) To receive the Finance Report and approve the Schedule of Payments.
 - b) To consider the quotations for renewal of the Council's insurance.
10. To receive a report following inspection of the Council's assets.
11. Date of next meeting.

Signed: Dated:

Helen Sharp, Acting Clerk, Thorpe Malsor Parish Council