

# **Harringworth Parish Council**

## **Notice of Parish Council Meeting To All Councillors**

You are hereby summoned to the Annual General Meeting of the above Council on 9<sup>th</sup> May 2024 to be held in the Village Hall at 7:30pm.

### **AGENDA**

1. Election of Chair.
2. Open session for questions by Parishioners.
3. Apologies for absence.
4. Election of Vice Chair.
5. Appointment of Officers:  
Member Responsible for Finance  
Internal Auditor  
Footpaths Officer  
Parish Clerk, Responsible Finance Officer and Burials Officer
6. To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
7. To consider any dispensation requests and to grant such dispensations as the Chairman may consider necessary.
8. To resolve that the minutes of the meeting of the Parish Council held on 14<sup>th</sup> March 2024 be signed as an accurate record.
9. To resolve the minutes of the Annual Parish Open Meeting held on 25<sup>th</sup> April 2024 be signed as an accurate record.
10. Annual Review of Documents and Procedures
  - a. To review and approve:
    - i. Standing Orders
    - ii. Financial regulations
    - iii. Data Protection Policy
    - iv. Inventory of Council assets
  - b. Receive the Annual Accounts. Acknowledge and approve the AGAR 23/24
  - c. To confirm arrangements for insurance cover
  - d. To appoint the auditor for FY2024/25

11. Routine Financial Matters
  - a. To review payments received: Precept Payment £6884.00
  - b. To review pre-approved payments:
    - Parish Online Subs £60.00
    - Defibrillator Supplies £394.50
    - Payroll Services £80.52
    - Gravel for churchyard path £51.60
    - Bank Charges Jan-Mar £18.00
    - Leics Gardens £210.00
    - Yu Energy £40.86 & £8.06
  - c. To Approve Payments Zurich Insurance £385.27
  - d. To review reconciliation sheet
12. Matters Arising:
  - a. Jubilee Green bollards
  - b. Reed Debris
  - c. Give Way sign
  - d. Plaque for Jubilee Green planter
  - e. White Swan
13. Correspondence:
14. Highway Matters
15. Planning:
16. Notices
17. Determining the time and date for the next 12 months of ordinary meetings including the next annual meeting

Clerk to Haringworth Parish Council  
2<sup>nd</sup> May 2024