

## LLANFAIR WATERDINE



## PARISH COUNCIL

Councillors are summoned to the Annual Parish Council Meeting on Monday May 20<sup>th</sup> 2024 starting at 6.30pm at The Everest Hall

*The Press and Public are welcome to attend.*

*J McVicar*

Clerk to the Council, 8<sup>th</sup> May 2024

## AGENDA

- 1/24-25 ELECTION OF CHAIR  
(a) *To elect a chair of the Council for the forthcoming year*  
(b) *Chair to sign Declaration of Acceptance of Office*
- 2/24-25 ELECTION OF VICE CHAIR  
(a) *To elect a vice chair of the Council for the forthcoming year*  
(b) *Vice chair to sign Declaration of Acceptance of Office*
- 3/24-25 WELCOME
- 4/24-25 APOLOGIES FOR ABSENCE
- 5/24-25 INTERESTS & DISPENSATIONS  
(a) *To receive Declarations of Pecuniary Interest (Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest whether or not the interest is declared in the register of members' interests maintained by the Monitoring Office.)*  
(b) *To receive requests for Dispensation*
- 6/24-25 TO CONSIDER APPLICATIONS FOR CO-OPTION TO THE COUNCIL
- 7/24-25 ANNUAL ITEMS - DOCUMENTS  
*To note the resolution at the Parish Council meeting in March 2024 (Item 23/100) to approve (subject to amendment of dates and contact details) the following documents and to re-affirm their adoption by the Council:*  
(a) *Standing Orders*  
(b) *Financial Regulations*  
(c) *Local Government Association Code of Conduct*  
(d) *Asset Register*  
(e) *Risk Management Policy*  
(f) *Banking policy*  
(g) *Planning Applications received between Parish Council meetings*  
(h) *News and Events items*  
(i) *Grant awarding Policy*  
(j) *Llanfair Times Policy*  
(k) *Publication Scheme*
- 8/24-25 TO ADOPT TERMS OF REFERENCE FOR AN ENVIRONMENTAL CLIMATE CHANGE WORKING GROUP (*see attached Terms of Reference*)

- 9/24-25 ANNUAL ITEMS – OTHER  
*To review and agree committee and working group memberships and council representatives on external bodies:*
- (a) Financial Working Group (currently Cllrs Hughes, Lane and Knipe)*
  - (b) Care of Clerk Group (currently Cllrs Beavan and Lane)*
  - (c) Representatives on the Llanfair Times (currently Cllrs Hughes and Knipe)*
  - (d) Environmental Maintenance Grant co-ordinators (currently Cllrs Beavan and Lloyd)*
  - (e) Environmental Climate Change Action Working Group (currently Cllr Plumb)*
  - (f) SALC South Shropshire Area Committee*
- 10/24-25 OPERATING ARRANGEMENTS FOR 2024/25
- (a) To consider appointment of Internal Auditor*
  - (b) To review the Bank Mandate*
  - (c) To set provisional dates and locations for Council meetings*
- 11/24-25 END OF FINANCIAL YEAR ITEMS
- (a) To receive and note the Year End Report from the outgoing RFO*
  - (b) To receive and note the Internal Auditor's Report for the 2023/24 Financial Year*
  - (c) To approve the Annual Governance Statement (Section 1 of the AGAR)*
  - (d) To approve the Accounting Statement (Section 2 of the AGAR)*
  - (e) To agree the proposed dates for the exercise of public rights*
  - (f) To approve the Certification of Exemption from External Audit*
- 12/24-25 PUBLIC PARTICIPATION SESSION
- (a) To receive representations or questions from the public. A period of 15 minutes is set aside for this purpose.*
  - (b) To receive a report from Shropshire Councillor Nigel Hartin.*
- 13/24-25 MINUTES
- (a) To note and approve the minutes of the Council Meeting of 18<sup>th</sup> March 2024*
  - (b) To note and approve the minutes of the extraordinary Council Meeting of 4<sup>th</sup> April 2024*
  - (c) To discuss matters and actions arising from minutes*
- 14/24-25 REPORTS FROM COUNCILLORS - *To receive reports from Councillors*
- 15/24-25 PLANNING - *To consider and respond to planning applications received from Shropshire Council*
- 16/24-25 FINANCE *(see attached financial reports)*
- (a) To note the bank account reconciliation and balance*
  - (b) To note income received*
  - (c) To ratify payments made between meetings*
  - (d) To approve payments*
  - (e) To approve a revised Budget for 2024/25 and associated actions*
- 17/24-25 LLANFAIR TIMES - *To consider applying for a grant from The Llanfair Trust towards the costs of publishing and distributing the 'Llanfair Times'*
- 18/24-25 PARISH MATTERS
- (a) Highways*
  - (b) Footpaths/Public Rights of Way*
  - (c) Environmental Maintenance*
  - (d) Availability of Broadband*
  - (e) Safe-keeping of Millenium projects Census records*
- 19/24-25 CORRESPONDENCE - *To note and discuss correspondence. Councillors wishing to discuss a particular item should make a request to do so before the meeting.*
- (a) To consider a request from Llanfair Waterdine Community Trust for the council to be involved in and/or support a proposed Community Fun Day*