

TO MEMBERS OF PENSAX PARISH COUNCIL

Chairman Stuart Meese, George Rudd, David Abraham, Nancy Gould

I hereby give notice of an Ordinary Parish Council Meeting of PENSAX Parish Council which will be held **TUESDAY, 19th July 2022** in **OLD CHAPEL MENITH WOOD** at **7.00pm** to which Councillors are summoned for the transaction of the following business.

Carole Hirst, Clerk to the Parish Council

AGENDA

1. **Apologies for absence.**
2. **Declarations of Interest**
 - a. **Register of Interests:** Councillors are reminded of the need to update their register of interests.
 - b. To declare any Disclosable Pecuniary interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.

Parishioners' comments:

The meeting will be adjourned for Public Question Time
The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. The period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.
3. **To approve the Minutes of the ANNUAL Parish Council Meeting held on Tuesday 17th May 2022.**
4. **County Councillors Report
District Councillors Report**
5. **To Review and approve Standing Orders for 2022/23.**
6. **To review and approve Code of Conduct for 2022/23.**
7. **Reports on meetings attended by the Clerk or Councillors (All reports circulated prior to the meeting) for noting.**
8. **Finance**
 - a) To consider the formal Bank Reconciliation to 1st July 2022
 - b) To consider the Budget Monitoring Report to 1st July 2022
 - c) To Consider list of due payments and receipts to 20th July 2022
 - d) consider the Annual Accounts & Annual Governance and Accountability Return Part 3: from April 1st 2021 to 31st March 2022
 - (i) To Approve the Annual Audited Accounts from April 1st, 2021 to 31st March 2022 as Audited by Internal Auditor Mrs Diane Malley
 - (ii) Proposal to consider Section 1: Annual governance statement (circulated)
 - (iii) Proposal to consider Section 2: Accounting statements (circulated)
Accounts & Audit regulations 2015
 - (iv) Consider Internal Auditor's Report & Recommendations (circulated)
 - (v) To consider the period of dates for the Exercise of Public Rights 2021/22. The Parish Council agreed that the period of dates for the Exercise of Public Rights be set as Monday 25 July – Friday 2 Sept 2022.
 - (vi) Reason for late submission to PKF for Annual Governance and Accountability Return 2021/22 and dates for the Exercise of Public Rights 2021/22.
 - e) To review and agree March 22 Minute reference k (b) Payments received. March Minutes stated that £220,000 was received and this should be corrected to £218,309.20 in line with Receipts and Payments ledger. This amount is being transferred to restricted funds and is from the sale of Pensax Village Hall after legal fees were deducted.

- f) To consider Delegated powers to the Clerk/RFO with the Chair to authorise payments to the Lengthsman, Clerk and HMRC.
- g) Set up bank mandate for new clerk.
- h) Issues with TSB (Report by Cllr. Meese to be circulated) report to be accepted.

9. Planning

- M/22/00099/CU-Spring Meadow Decision

10. To consider Pensax PC creating their own independent website and www.groups.io (Report by Cllr. Meese).

11. Highways Report-

- Lengthsman Update

12. Police Report

13. Pensax Village Hall - Progress report (Chair- Cllr. Meese) set dates/venue for 2 x open meetings Oct/Nov

14. Correspondence for information

15. Councillors' suggestions for reports for the next agenda.

16. Date of next meeting- Tuesday 20th September 2022 Ordinary Parish Council Meeting 7.30pm- at the Old Chapel, Menith Wood

17. In view of the confidential nature of the business about to be transacted the Council will consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, s1, in order to discuss the item 19 of the Agenda.

19. Staffing Matters