

NOTICE OF SHOTTISHAM PARISH COUNCIL ANNUAL GENERAL MEETING

Tuesday 16th May 2023

at 8.00pm in the Trust Hall

All councillors are hereby summoned to attend a meeting of the Parish Council as detailed above.
All public and press are cordially invited.

AGENDA

1. To Elect a Chair: Signing of the Declaration of Acceptance of Office
2. To co-opt James Campbell onto the parish council as a new councillor
3. Chairman's welcome and apologies for absence
4. PUBLIC FORUM: - *an opportunity for parishioners to briefly raise matters of concern without having to sit through the whole agenda*
5. To receive any Declarations of Interest
6. To agree Minutes of 7th March 2023
7. To confirm adoption of newly reviewed Standing Orders and Financial regulations
8. To adopt the LGA Model of Conduct 2020
9. To accept and sign Accounts to 31st March 2023
10. To accept Internal Auditor's Report for 2022/23 and Page 4 of the Annual Governance and Accountability Return (AGAR) 2022/23
11. To declare Parish Council exempt from Limited Assurance Review by PFK Littlejohn LLP and completion of Certificate of Exemption
12. To agree and complete Section 1 of Part 2 of the AGAR 2022/23
13. To agree and complete Section 2 of Part 2 of the AGAR 2022/23
14. To review and agree updated Asset Register
15. To receive update on Highways Issues
16. To receive update on playground issues
17. Discuss NALC's recommendation that councils adopt a .gov.uk domain name/email address
18. Clerk's report and Finance report:
 - a) Financial Report
 - b) Signing of cheques
 - i. Clerk's wages £280.00
 - ii. HMRC £70.00
 - iii. Peter Widdup (mole clearance) £135.00
 - iv. SALC subscription 2023/24 £115.00
 - v. Trevor Brown (internal audit) £160.00
 - vi. Shottisham Trust Hall £30.00
19. To receive updates on the action points from the previous meeting in March
20. Matters to be brought to the attention of the Council

Lesley Roberts, Parish Clerk