

Aldford and Saighton Parish Council

TO: ALL MEMBERS OF THE COUNCIL

Dear Member

You are HEREBY SUMMONED to attend the Annual General Meeting of the Council to be held on WEDNESDAY 17TH MAY 2023 AT 7.15PM at ALDFORD VILLAGE HALL for the purpose of transacting the business set out on the agenda below.

Yours sincerely

Claire Taylor

Clerk to Aldford and Saighton Parish Council

Members of the public and the press are welcome to attend. Further details available from the Clerk aldfordparishclerk@outlook.com or by calling 01829 270887.

1. APOLOGIES FOR ABSENCE.

To receive and approve apologies for absence as reported to the Clerk.

2. ELECTION OF CHAIRMAN.

To elect the Chairman of the Parish Council for the forthcoming year.

3. ACCEPTANCE OF OFFICE.

4. ELECTION OF VICE CHAIRMAN.

To elect the Vice Chairman of the Parish Council for the forthcoming year.

5. CO-OPTION, WELCOME AND INTRODUCTIONS.

To note that Aldford and Saighton returned uncontested at the May elections with one vacancy.

To consider any nominations for co-option to one vacancy.

To extend a welcome to incoming Ward Councillor, returning and newly elected members.

Clerk to receive signed Declaration of Acceptance of Office and Register of Interest forms.

To consider token of appreciation to long serving outgoing Members.

6. DECLARATIONS OF INTEREST.

Members are invited to declare any personal, prejudicial, or pecuniary interests they may have in any item on this agenda, subject to the rules regarding disclosure contained in the current Members' Code of Conduct and as defined by regulations.

7. PUBLIC PARTICIPATION (Limited to 10 minutes).

Members of the public will be invited to comment on any items on the agenda before business commences.

8. POLICE UPDATE.

9. BOROUGH COUNCILLORS REPORT.

To raise issues with /receive a report from the Borough Councillor.

i)Speeding through Saughton and issues with traffic/driving behaviours in the vicinity of Abbey Gate College.

ii)Potholes: Extent of and length of time to be repaired.

10. MINUTES OF THE LAST MEETING.

To approve the Minutes of the meeting held on 22 March 2023 as a true and accurate record.

11. MATTERS ARISING.

12. APPROVAL OF STATUTORY DOCUMENTS.

To readopt and approve unchanged the Parish Councils Standing Orders, Financial Regulations/appointment of signatories, Risk Assessment and CWAC Code of Conduct.

13. ACCOUNTS.

To approve the payment of salaries and expenses, the payment of invoices for goods received and services rendered, to note any receipts and to receive details of current balances.

i)Online banking: To agree terms of account management with Unity Trust Bank.

ii) To raise cheques for £100 each for Aldford and Saighton Village Hall Committees towards Coronation celebrations in respective villages.

14. ANNUAL AUDIT/ ANNUAL GOVERNANCE and ACCOUNTABILITY RETURN (AGAR) 2022/2023.

- i) To note Internal Audit concluded by Hacker Young. **To follow.**
- ii) To approve AGAR Annual Statement of Accounts Part 1. **To follow.**
- iii) To approve AGAR Annual Statement of Accounts Part 2. **To follow.**
- iv) To declare Smaller Authorities Exemption from External Audit. **To follow.**
- v) Appointment of Internal Auditor for 2023/2024.

15. PLANNING.

16. CORRESPONDENCE.

To receive correspondence, publications and invitations and agree actions and attendees.

- i) To agree: Insurance renewal invitation wef 1 June 2023.
- ii) Extended bus service trial: To gauge interest in mid evening bus service Friday/Saturday.

17. STANDING CONSIDERATION OF HIGHWAY MATTERS.

Members may inform the Clerk of any issues regarding highways and footpaths.

18. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on Thursday 7th September 2023 at 7.15pm at Saighton Village Hall.