Badsworth Parish Council

Email: [badsworthparishcouncil@outlook.com](mailto:badsworthparishcouncil@outlook.com)

10 July 2023

Dear Councillors,

You are summoned to attend the Annual Meeting of Badsworth Parish Council, to be held on 19 July 2023 at 7.30pm in the Lawson Hut, Badsworth.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend this meeting.

Yours sincerely

Councillor Mrs B Graham and Councillor B Graham

**AGENDA**

1. To consider a councillor to preside over the appointment of the chair.

2. To consider nominations and the appointment of the chair.

3. To receive the signed Declaration of Acceptance of Office by the chair.

4. To receive apologies for absence and consider the reasons for absence.

5. To receive the signed Declarations of Acceptance of Office by councillors *(in the presence of a member of the council at the meeting of the council or before the first meeting)*

6. To receive any declarations of interests. *(The register of interests must be provided to the Monitoring Officer before the end of 28 days beginning with the day on which the person becomes a member of the authority)*

7. To consider nominations and appointment of a Vice Chair

8. To consider the appointment of the Proper Officer in the absence of the Clerk.

9. To consider if any items on the agenda require the exclusion of the Press and Public (Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business being transacted.

10. To consider the dates of the forthcoming meetings for the municipal year - 2023/2024.

11.1 To consider declaring Badsworth Parish Council exempt from external audit for 2022/2023 and approval of the Certificate of Exemption

11.2 To consider the Annual Governance Statement 2022/2023 (Annual Governance and Accountability Return Section 1) and each assertion.

11.3 To consider the Annual Accounting Statement 2022/2023 (Annual Governance and Accountability Return Section 2)

11.4 To receive the significant variances report 2022/2023

11.5 To receive the Annual Internal Auditors Report 2022/2023 and consider any actions that need to be taken.

11.6 To consider the date for the notice of public rights and publication of Annual Governance and Accountability Return on the council’s website.

12. To consider retrospectively approval of the payment of the council’s insurance as advised by the Internal Auditor and other payments as listed below:

a) Zurich Insurance - £321.62 – 1 June 2023 – 31 May 2024

b) Ms T Pemberton - £75.99 (plants for the village), by virtue of the Local Government Act 1972, s137

c) Mr M Haynes £90.99 (wildflower seeds) by virtue of the Local Government Act 1972 (LGA 1972), s137

13.2 To consider approval of the following payments:

a) B Graham Coronation mugs £82-55 (LGA 1972, s137)

b) B Graham “ “ £392-75 (LGA 1972, s137)

c) T Pemberton Plants £25-62 (LGA 1972, s137)

d) A Bosmans Internal Auditor £185-00

e) Village Plan Group Contribution to printing £120-00 (LGA 1972, s111)

d) YLCA – publications £21.55 (LGA 1972, s111)

13.3 To consider approval of Change of Signatures on the bank mandate

14. To consider the appointment of the clerk/RFO or appointment of a Locum clerk/RFO until a clerk/RFO is appointed.

15. To consider YLCA providing Whole Council Training at a cost of £32.00 per councillor for 3 hours.

16. Date of the next meeting:

To be confirmed

17. Closure of meeting.