



I hereby give you notice that the Annual Parish Council Meeting of the Southery Parish Council will be held on Wednesday 12th June 2024 At 7.00 pm in the Southery Village Hall

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Members of the Public and Press Welcome to Attend

*Agenda published: 5th June 2024
and Circulated to Borough and County Councillor Martin Storey*

*Gail Robinson
Clerk to Southery Parish Council and Financial Responsible Person
Email: parishclerk1@hotmail.co.uk*

AGENDA

1. To record the names of those present
2. To consider and approve apologies for absence
3. To receive Declarations of Interest on Agenda Items and Dispensation Requests
4. To note number of vacancies and consider cooption requests
5. To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 8th May 2024
6. Public Comments / Questions on Parish Issues.
An opportunity for public comments and questions. Items relevant to the agenda will be incorporated into later discussions. All new items will be noted for the next meeting.
8. Matters Arising (Clerks Report)
9. To receive an update from County or Borough Councillors
10. To consider the cemetery entrance
11. To note any Councillor concerns or items for the next meeting and note items forward work programme including to monitor the verges coming into the village
12. To approve any Handyman work to be undertaken
15. To consider financial business
 - a. To receive bank account balances
 - b. To receive details of income received
 - c. To consider the recommended payments, and agree those in line with the budget

- d. To consider if there are any payments to be made during the month, prior to the next meeting, if work is completed to the satisfaction of a delegated person
- e. To note the progress with the bank mandate change
- f. To consider allocation of £754.65 CIL allocation for 2023/24

16. Parish Council Management

- a. To Approve Revised Standing Orders
- b. To Approve Revised Financial Regulations
- c. To Approve Assets Register YE 31.03.24
- d. To receive and note the Internal Audit
- e. To Approve Annual Governance and Accountability Return 2023/24
 - i. To approve Section 1 - Annual Governance Statement 2023/24
 - ii. To approve Section 2 - Accounting Statements 2023/24
 - iii. Following approval, the Chair and Clerk of the meeting sign the Annual Governance Statement and the Chair signs the Accounting Statements
 - iv. The RFO sets the commencement date for the exercise of public rights

17. To receive general correspondence via email during the month and consider any further actions required:

18. To note and ratify decisions made during the month

18. To consider planning items

Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed below.

Decisions

Correspondence

19. To Note Date of next meeting Wednesday 10th July 2024 at 7pm in the Southery Village Hall

20. To resolve to the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1 (2)

- a. To consider quotes for work - if required