

## KNAITH Parish Council

The ANNUAL PARISH COUNCIL MEETING incorporating the Bi-Monthly Meeting of the council which will be held in Knaith Village Hall, on Monday 12<sup>th</sup> May 2025 immediately following the Annual Parish Meeting which starts at 6.00pm

There will be a 15-minute public forum at the beginning should any members of the public wish to ask questions or make short statements to the Council.

**Mrs E Coulson Clerk to the Council      Date.....6<sup>th</sup> May 2025.....**

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### AGENDA

1. Declaration of Acceptance of Office – All Councillors
2. To Elect a Chairperson, following which the Chairperson will take the Chair and make the Declaration of Acceptance of Office
3. To Elect a Vice-Chairperson, once elected they will make the Declaration of Acceptance of Office.
4. Apologies for absence
5. To receive declarations of interest in accordance with the Localism Act 2011 and to receive any applications for Dispensation. Members may make any declarations at this point but may also make them at any point during the meeting
6. To approve the Minutes of the last meeting on 10<sup>th</sup> March 2025
7. Governance Documents – Review and Adopt
  - Standing Order
  - Financial Regulations
  - Code of Conduct
  - Complaints Procedure
  - GDPR
8. Review and confirmation of arrangements for insurance cover in respect of all insured risks & risk assessment
9. Clerk's Report on matters outstanding
10. Correspondence
11. Financial Matters and Grant Considerations
  - Internal Audits
  - Financial Statement to May 25
  - Grant/Annual Cost Considerations
12. Annual Governance and Accountability Return 2024/25
  - Approval of the Parish Council Annual Internal Audit Report
  - Approval of the Annual Governance Statement
  - Approval of Accounting Statements
  - End of Year Accounts requirements – Public Rights and Publication
13. Solar Projects/Plans
14. Speed Initiatives
15. Neighbourhood Plan
16. Village Newsletter
17. Environmental and Sustainable Statement
18. Items of information to be noted and if necessary to be dealt with at the next meeting.
19. Date for next meeting