

NEEN SAVAGE PARISH COUNCIL

Clerk: Mrs D McBride

Telephone: 01299 272 717
email: clerk@neensavageparishcouncil.org.uk

The Willows
Cleobury Mortimer
Kidderminster
DY14 0HB

19th May 2022

**To: All Parish Members
The Public
The Press**

Members are summoned to attend the Parish Council Meeting being held on Wednesday 25th May 2022 in Neen Savage Parish Hall commencing at 7.30pm for the transaction of business as set out in the Agenda below.

Members of the public are welcome to join the meeting but can only speak during the Public Participation Session.

Yours Sincerely

D McBride

Clerk to the Council

AGENDA

- 364/01 Election of Chairman and receive signed Declaration of Acceptance of Office.
- 364/02 Election of Vice-Chairman and receive signed Declaration of Acceptance of Office.
- 364/03 Apologies
To receive and accept apologies and reasons for absence from Members.
- 364/04 Declarations of Interest
Disclosable Pecuniary Interests – *Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.*
 - i) To declare any Disclosable Pecuniary Interests.
 - ii) To declare any non-pecuniary Interests.
- 364/05 Public Participation session
- 364/06 Approval of Minutes
To confirm the Minutes of the Parish Council meeting held on Wednesday 27th April 2022.
- 364/07 Matters Arising/Clerk and Councillor Reports
 - i) Clerk's Report.
 - ii) Cllr Sales – CrimeWatchNeenSavage WhatsApp group Report.
 - iii) Cllr Ratcliff / Cllr Tomkinson – Environmental Maintenance Report.
 - iv) Cllr Sales – Parish Hall Report.
- 364/08 Annual Review of Council Appointments, Policies and Procedures
 - i) To review councillors' roles, appointment to committees and representatives to outside bodies.
 - ii) To set dates for Parish Council meetings for the forthcoming year.
 - iii) To review Standing Orders and Financial Regulations.
 - iv) To review Risk Assessments, Asset Register and consider Insurance requirements.

NEEN SAVAGE PARISH COUNCIL

364/09 Financial Matters

- i) To note receipt of Precept - £5,800.00.
- ii) To confirm no conflict of interest with PKF Littlejohn LLP.
- iii) To receive and note Internal Auditor's reports.
- iv) To consider and approve AGAR Section 1 – Annual Governance Statement 2021/22.
- v) To consider and approve accounts and bank reconciliation for year ending 31st March 2022.
- vi) To consider and approve AGAR Section 2 – Accounting Statements 2021/22.
- vii) To resolve to certify the Parish Council's exemption from a limited assurance review and complete the Certificate of Exemption.

364/10 Payments

To approve the following payments and sign cheques:

- i) Mrs D McBride – Wages (May and back-dated pay) - £257.00
- ii) HMRC – PAYE (May) - £64.20
- iii) Gallagher/Came & Co - Annual insurance premium - £463.82
- iv) D M Payroll Services - Internal Audit Fee - £90.00

364/11 Unitary Councillors' Reports

To receive Unitary Councillors' Reports.

364/12 Parish Matters / Highways

- i) To receive any new Parish Matters.
- ii) To discuss highways issues and monitor progress.
- iii) To consider community response to Community Led Plan Review.
- iv) To consider community response at Annual Parish Meeting regarding boundary reviews.

364/13 Future Agenda Items

364/14 To confirm the date and time of the next meeting:

Wednesday 22nd June 2022, 7.30pm at Neen Savage Parish Hall.