

NEEN SAVAGE PARISH COUNCIL

Clerk: Mrs D McBride

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

The Willows
Cleobury Mortimer
Kidderminster
DY14 0HB

13th May 2024

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

Members are summoned to attend the Parish Council Meeting being held on Wednesday 22nd May 2024 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

- 385/01 Election of Chairman and receive signed Declaration of Acceptance of Office.
- 385/02 Election of Vice-Chairman and receive signed Declaration of Acceptance of Office.
- 385/03 Apologies
To receive and accept apologies and reasons for absence from Members.
- 385/04 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.
- 385/05 Public Participation session
Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
- 385/06 Approval of Minutes
To confirm the Minutes of the Parish Council meeting held on Wednesday 24th April 2024.
- 385/07 Matters Arising/Clerk and Councillor Reports
- i) Clerk's Report.
 - ii) Cllr Sales – CrimeWatchNeenSavage WhatsApp group Report.
 - iii) Cllr Tomkinson/Cllr Ratcliff – Environmental Maintenance Report.
 - iv) Cllr Sales – Parish Hall Report.

NEEN SAVAGE PARISH COUNCIL

385/08 Annual Review of Council Appointments, Policies and Procedures

- i) To review councillors' roles, appointment to committees and representatives to outside bodies.
- ii) To set the dates for Parish Council meetings for the forthcoming year.
- iii) To review Standing Orders, updated Financial Regulations and confirm all policy review dates.

385/09 Financial Matters

- i) To note receipt of Precept - £6,500.00.
- 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 2023/24.
- v) To consider and approve accounts and bank reconciliation for year ending 31st March 2024.
- vi) To consider and approve AGAR Section 2 – Accounting Statements 2023/24.
- vii) To resolve to certify the Parish Council's exemption from a limited assurance review and complete the Certificate of Exemption.

385/10 Payments

- a) To approve the following payments and sign cheques:
 - i) Mrs D McBride – Wages (May) - £243.40
 - ii) HMRC – PAYE (May) - £60.80
 - iii) Mr M Tomkinson – Environmental Maintenance work - £86.40
 - iv) SALC – Annual Affiliation Fees - £210.35
 - v) D M Payroll Services - Internal Audit Fee - £100.00

385/11 Unitary Councillors' Reports

To receive Unitary Councillors' Reports.

385/12 Parish Matters / Highways

- i) To receive any new Parish Matters.
- ii) To discuss highways issues and monitor progress.

385/13 Future Agenda Items

385/14 To confirm the date and time of the next meeting:

Wednesday 26th June 2024, 7.30pm at Neen Savage Parish Hall.