SHIRLEY PARISH COUNCIL

Clerk: Sian Bacon Phone: 07545704384 Email: council@shirleyvillage.org.uk Web: www.shirleyvillage.org.uk

30th May 2023

Dear Councillor,

You are summoned to attend the Shirley Parish Council meeting on Monday 5th June 2023 after the Annual Parish Meeting and Annual Parish Council Meeting at 7.30pm in the Community Space at St Michael's Church, Church Lane, Shirley, Ashbourne DE6 3AS

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting. Yours sincerely,

Baca

Sian Bacon

AGENDA

1.	CCTV Notification	Report / Action Required To note
2.	Apologies for absence	To approve
3.	Declaration of Members Interests and including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest Please note:	To note
	 a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)/ Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking. 	
	The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.	
4.	 Public speaking A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any matter. b) If the Police Liaison Officer, a County Council, or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage. 	To note and action
5.	To determine which items if any of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: - Item no x To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item Item no y. This item title will then be the item to be discussed with press and public excluded"	
6.	To approve the Minutes of the Meeting held on 15 th May 2023	To approve
7.	Co-option of New Councillor	To approve
8.	Matters Arising from the previous meeting (non-decision making)	To note
9.	Annual Audit to approve the Certificate of Exemption 2022/23	To approve
10.	Annual Audit to approve the Annual Governance Statement 2022/23	To approve
11.	Annual Audit to approve the Accounting Statement 2022/23	To approve
12.	Annual Audit to note the internal audit report 2022/23 presented by the Clerk/RFO	To note
13.	To select and approve the Parish Council Insurance 2023/24	To approve
14.	 Finance and Audit New expenditure to approve: Clerk's wages - TBC HMRC PAYE - TBC J Marriott - Internal Audit 2021-22 Fee - £125.00 Income to note 	To approve To note
15.	Policy Reviews	io note
13.	Standing Orders Financial Regulations	To approve To approve

- Risk Assessment 2023
- Code of Conduct

16. Correspondence

To discuss and action

DATES OF FUTURE MEETINGS - All meetings to be held at 7.30pm in the Community Space at St Michael's Church, Church Lane, Shirley, Ashbourne DE6 3AS. - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND:

- Monday 11th September 2023 Ordinary Meeting
- Monday 13th November 2023 Ordinary Meeting
- Monday 4th March 2024 Ordinary Meeting
- Monday 13th May 2024 Annual Parish Meeting, Annual Parish Council Meeting followed by an Ordinary Meeting.