



WOODNEWTON PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL
Tuesday 7th May 2024, 8.00pm, Village Hall

Called by Amy Miller – Clerk and RFO

Email: woodnewtonpc@gmail.com

AGENDA

1. To **ELECT** the Chairman of the Parish Council for 2024 to 2025.
2. To **RECEIVE** Declarations of Members' Interests from Councillors.
3. To **RECEIVE** Apologies for Absence.
4. To **ELECT** a Vice-Chairman of the Parish Council for 2024 to 2025.
5. To **ALLOCATE** responsibilities for the year 2024 to 2025.
6. To **REVIEW** the arrangements for effective financial management during the year, and for the preparation of the Accounting Statement.
7. To **REVIEW and RE-ADOPT** the Council's Standing Orders
8. To **REVIEW and RE-ADOPT** the 2019 Financial Regulations.
9. To **REVIEW and RE-ADOPT**
 - (a) Councillor Code of Conduct
 - (b) GDPR
 - (c) Freedom of Information
 - (d) Risk Assessment
 - (e) Complaints Procedure
 - (f) Equal Opportunities Policy
10. To **CONFIRM** arrangements for insurance cover in respect of all insurable risks.
11. To **REVIEW and AGREE** current bank account signatories and authorised users.
12. To **AGREE** the date of the next Annual Meeting of the Parish Council.
13. To **AGREE** the dates of the next Monthly Parish Council Meetings.
03/06, 01/07, 05/08, 02/09, 07/10, 04/11, 02/12, 06/01, 03/02, 03/03, 07/04
13. **Close of Meeting**

Notes on Agenda Items

Item	Note
1.	Council must elect a Chairman at its Annual Meeting to be properly constituted.
4.	Council does not have to elect a Vice-Chairman
5.	Schedule of current responsibilities attached
6.	Required for completion of Annual Governance Statement