

CLAXTON & SAND HUTTON PARISH COUNCIL

THE BYRE, FIELD HOUSE FARM
THORNTON-LE-CLAY
YORK, YO60 7QA
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To all members of the Council

You are hereby summoned to attend the Annual Meeting of Claxton & Sand Hutton Parish Council to be held in the Village Hall on Monday 20 May 2024 at 7.45 p.m. for the purpose of transacting the following business.

F.A. Hill Clerk to the Council

AGENDA

1. To elect Chairman for 2024-2025
2. To receive the Chairman's declaration of acceptance of office
3. To elect Vice-Chairman for 2024-2025
4.
 - a) To receive apologies for absence given in advance of the meeting
 - b) To consider the approval of reasons given for absence
5. To discuss the Code of Conduct Councillor Registration and Disclosure of Interests (Localism Act 2011)
6. To discuss insurance arrangements for 2024-2025
7. To discuss Training/Professional Development
8. To discuss General Power of Competence
9. To conduct policies review
9. Yorkshire Local Councils Association:
 - a) Membership for 2024-25
10. To approve financial documentation for 2023/24:
 - a) Annual Internal Audit Report including page 3 of the Annual Governance and Accountability Return
 - b) Section 1 - Annual Governance Statement on page 4 of the Annual Governance and Accountability Return
 - c) Section 2 - Accounting Statements on page 5 of the Annual Governance and Accountability Return
 - d) the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities
 - Annual Internal Audit Report,
 - Section 1 – Annual Governance Statement,
 - Section 2 – Accounting Statements,
 - Analysis of variances
 - Bank Reconciliation
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.