

Councillors,

You are summoned to the Meeting of Tetford & Salmonby Parish Council which will be held on Wednesday 10th July in Hamilton Hall which starts at 7:30pm.

The Meeting will commence with a maximum of 10 minutes Open Forum for members of the public to raise any issues. Parishioners are then requested not to interrupt during the business of the meeting.

*Emily Hopwood*

Parish Clerk  
5<sup>th</sup> July 2024

<b>AGENDA</b>
---------------

1. **CHAIRMANS WELCOME AND REMARKS**
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION** – Council to consider any declarations of interest and dispensation and resolve action to be taken.
3. **NOTES of the Parish Meeting held on Wednesday 12<sup>th</sup> June 2024 to be approved and any points noted.**
4. **FINANCIAL MATTERS**
  - a. Accounts to be paid/authorised – Accounts payment sheet circulated - Council to approve payments.
  - b. Bank Reconciliation – Council to note bank reconciliation at end of June 2024 comment and approve.
  - c. Councillors Budget Statement – Council to note as at end of June 2024, comment and approve.
  - d. **External Audit 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024** – Council to confirm its exemption from submitting the completed Annual Governance & Accountability Return to the external auditors for a limited assurance review. The Council is exempt due to the gross income and expenditure being under the £25,000 threshold for exemption.
  - e. **Annual Governance & Accountability Return** – Council to approve section one as accurate or resolve any action to be taken.
  - f. **External Audit** – Exercise of Public Rights – Council to Confirm the period for the exercise of public rights as required by Regulation 15 (2) Accounts & Audit Regulations 2025. Clerk to then place all relevant paperwork on the website to ensure compliance.

**5. PLANNING MATTERS** – Council to consider any planning applications which have been received following the publication of this agenda and notification of any planning decisions.

**6. STAFFING COMMITTEE TERMS OF REFERENCE**

**7. DEFIBRILLATORS** - Council to receive any updates.

**8. NEW PARISH COUNCIL MEMBER** - Council to introduce new members of the Parish Council.

**For Information:**

ii. **DISTRICT COUNCILLOR REPORT**

iii. **COUNTY COUNCILLOR REPORT.**

iv. **CORRESPONDENCE –**

v. **COUNCILLORS REPORTS** – Council to receive any reports from Cllrs.

vi. **ITEMS FOR THE NEXT AGENDA** – Council to receive any items for the next agenda.

Council to move to a closed session to vote on appointment of co-option candidate.

**NEXT SCHEDULED PARISH COUNCIL MEETING – 11<sup>th</sup> September 2024**