

HESLINGTON 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 Heslington Parish Council to be held in in the Meeting Room on Tuesday 21 May 2024 at 7.15 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. To discuss the Code of Conduct Councillor Registration and Disclosure of Interests (Localism Act 2011)
5.
 - a) To receive apologies for absence given in advance of the meeting
 - b) To consider the approval of reasons given for absence
6. To receive report for 2023-2024 and appoint representatives for 2024-2025 :
 - a) Good Neighbourhood Forum/Heslington East Community Forum
 - b) Ouse and Derwent Drainage Board
 - c) Sportsfield
 - d) Alms Houses
 - e) Meeting Room
7. To discuss insurance arrangements for 2024-2025
8. To discuss Training/Professional Development
9. To discuss General Power of Competence
10. To conduct policies review:
 - a) As listed on YLCA Checklist
 - b) Meeting Room Terms of Reference
11. Yorkshire Local Councils Association:
 - a) To agree membership for 2024-25
 - b) To appoint Parish Council representatives for 2024-2025
12. 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.

Wednesday 15 May 2024