# Wilby Parish Council AGENDA

## To: Members of Wilby Parish Council

You are duly summoned to attend the next meeting of Wilby Parish Council to be held at 6.30pm on Wednesday 22nd May 2024 at Wilby Coronation Hall.

## Public Attendance

Members of the public and press are welcome to attend. At item 9, the public will be invited to give their views/question the Parish Council on issues on the agenda, or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration.

# AGENDA

## Chairman’s welcome

## Apologies and approval of absences

## (a) Councillors to receive any apologies for absence.

## (b) Councillors to **vote** on acceptance of any apologies received

1. **To receive Declarations of Interest**

Councillors to declare interests in subsequent agenda items as follows:

(a) Pecuniary Interests

(b) Other registerable interests

(c) Non-registerable interests

1. **To consider requests for dispensations**
2. **Councillor vacancies: To review any applications for co-option**
3. **To resolve that the minutes of the meeting of the council held on 11th April are a true and correct record**
4. **County and District Councillors & Footpath and Tree Warden Reports**

To be discussed at APM

1. ***Progress Reports/updates to be deferred to the following meeting***

## Public participation session (15 minutes)

## Councillors to receive questions or comments from the public on agenda items

1. **To consider planning applications**

No applications for consideration.

1. **Finance**

To receive Finance Report

**Due to an error on behalf of Lloyds Bank, the finance section this month is unavailable as the Clerk does not currently have account access.**

* + 1. Bank Reconciliation - TBC
    2. Budget to Actual - TBC
    3. Receipts and Payments since last meeting - TBC
  1. **To authorise payments as listed below:**

Suffolk Cloud Website Hosting £120

SALC Membership 2024/2025 £177.04

Defibrillator Annual Support Invoice £151.20

Clerk expense (stamps): £3.40

**c. To retrospectively authorise payments as listed below:**

HMRC £101.80

Salaries £407.80

1. **AGAR**

a. The Annual Internal Audit Report received and noted

b. The Annual Governance Statement (Section 1) is approved and signed by the Clerk and the Chair

c. The Accounting Statements (Section 2) are approved and signed by the Chair

d. The Certificate of Exemption is approved

e. The RFO sets the commencement date for the exercise of public rights: Monday 3rd June to Friday 12th July

f. The Certificate of Exemption is signed by the RFO and the Chair

g. To appoint the Internal Auditor

1. **Policies for review**

a. *Community Emergency Planning TBC*

b. Standing Orders

c. Financial Regulations

1. **CIL**

Monies received from CIL payment in 2017.

1. **Items for consideration for inclusion on the next agenda**
2. **Correspondence for Information**

Member of the public informed the Clerk that they had received Parish Council paperwork from Lloyds Bank. Clerk rectified immediately with Lloyds.

## Items from Parish Councillors

## Agenda items for next meeting

## Date of next meeting

To confirm the date of the next meeting, scheduled for 11th July 2024.

*A. Clarke*

*Clerk to the Council*

*Approved by Chair…………………………………………………………………………………...Date……………………………..*