

Stanstead Parish Council

Notice of Annual Parish Council Meeting to be held at Stanstead Village Community Centre on Monday 20th May 2024 at 7.30pm

AGENDA

*All members of the council are hereby summonsed to attend the meeting
for the purpose of considering and resolving upon the business to be transacted
as set out hereunder*

- 01.05** Election of Chair
- 02.05** Election of Vice Chair
- 03.05** Chairman's welcome and apologies for absence
- 04.05** To receive Councillors declarations of interest, pecuniary or non-pecuniary, in relation to items on this agenda
- 05.05** To consider applications for dispensations
- 06.05** To adopt minutes of the council meeting held on 25th March 2024
- 07.05** To receive /acknowledge reports received from: District Councillor M Holt / S Plumb and County Councillor R Kemp
- 08.05** Public forum, members of the public are invited to question Councillors and /or speak on any Parish matters
- 09.05** Neighbourhood plan update
- 10.05** EICR update
- 11.05** Playground update
- 12.05** Village Sign Update
- 13.05** Survey of Trees Maintenance Plan
- 14.05** Broadband Contract update
- 15.05** Bank Mandate update
- 16.05** Audit 2023 Update - To approve Website Accessibility Statement
- 17.05** Adopt /confirm the following policies and procedures:
 - a. Standing Orders
 - b. Financial Regulations
 - c. Risk Assessment & Management
 - d. Councillors Code of Conduct
 - e. Financial Controls
 - f. Fire Risk Assessment
- 18.05** To approve invoices /accounts for payment
- 19.05** To approve the Community Infrastructure Levy (CIL) return
- 20.05** Internal Control Report submitted to Council for signature
- 21.05** To agree /approve end of year income, expenditure, reconciliation & significant year on year variances and note no section 137 spending
- 22.05** Annual Governance & Accountability Return 23-24
 - a. To receive Annual Internal Audit Report
 - b. To approve Annual Governance Statement (Section 1)
 - c. To approve Accounting Statement (Section 2)
 - d. To approve the Notice for the Exercise of Public Rights

23.05 To agree future meeting dates Mondays at 7.30pm unless otherwise stated:

29th July

30th September

25th November

27th January

24th March

19th May Annual Assembly Parish Meeting 7pm

19th May Annual Parish Council Meeting

28th July

29th September

24th November

24.05 To discuss quote received for work to St James Church Clock

25.05 Discussion regarding Stanstead Village Community Centre

26.05 To discuss Grounds Maintenance Specification and Contract

27.05 Matters to be brought to the attention of the Councillors /items for the next meeting's agenda

Gail Claydon Clerk to Stanstead Parish Council 13.5.2024

All members of the press and public are invited to attend