

# CODNOR

## PARISH COUNCIL

### CLERK TO THE COUNCIL

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30 May 2023

To: The Chairman and Members of Codnor Parish Council

Dear Councillor,

You are summoned to attend the **Meeting of Codnor Parish Council** on **Monday, 5 June 2023** at **7.00 pm** to be held at **The Codnor Sports Pavilion, Goose Lane, Codnor.**

Planning applications will be available for perusal prior to the meeting.

Yours sincerely,

*Andrew Sharpe*

Andrew Sharpe

### Clerk and Responsible Finance Officer

Codnor Parish Council welcomes the use of social media, filming and recording at meetings, provided they do not disrupt or otherwise have an adverse effect on the meeting. Telephones and other such devices should be switched to silent mode or switched off completely. Oral reporting or commentary is not allowed within the meeting room but may be conducted from outside.

Any speaker not wishing to be filmed should make this clear at the start of their speech. The ruling of the Chairman at the meeting is final and may not be challenged.

### AGENDA

- 1 To receive apologies for absence
- 2 Declaration of Members Interests
  - (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
  - (b) Where a member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

- 3 Dispensations

To report any dispensations granted by the Clerk under the agreed procedures and to consider any further requests received.
- 4 Public Speaking – (15 Minutes)
  - (a) A period of not more than 15 minutes will be made available for members of the public and members of the Council to comment on any matter.
  - (b) If the Police Liaison Officer, a County Council or District Council member is in attendance they will be given the opportunity to raise any relevant matter.

- (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

5 To approve the Minutes of the Annual Meeting held on Monday 15 May 2023

6 To determine which items, if any, of the Agenda should be taken with the public excluded

7 Chairman's Announcements

8 Leaders Report

9 Environmental Matters

10 Matters for decision or update

- (a) Accounts for Payment.

**RECOMMENDED** that the list of payments be approved.

- (b) Internal audit report.

**RECOMMENDED** to receive the internal audit report 2022/23

- (c) Receipts and Payments Account 2022/23

**RECOMMENDED** that the receipts and payments accounts for 2022/23 be approved and signed by the Chairman and Clerk/RFO.

- (d) Annual Governance Statement.

**RECOMMENDED** that the Annual Governance Statement for 2022/23 (Section 1 of the Annual Return) be approved and signed by the Chairman and Clerk/RFO.

- (e) Accounting Statements

**RECOMMENDED** that the Accounting Statements for 2022/23 (Section 2 of the Annual Return) be approved and signed by the Chairman and Clerk/RFO.

- (f) Annual Return 2022/23

**RECOMMENDED** that the Annual Return be now sent to the External Auditor and the prescribed notices and accounts published.

- (g) Internal Auditor 2023/24

**RECOMMENDED** that Jo Taylor be appointed Internal Auditor for 2023/24.

- (h) Parish Newsletter options

Clerk to report on options and costings

- (i) Footpath and project updates

Clerk to report.

11 Planning and Licensing

Any planning or licensing applications will be reported at the meeting.

**The next meeting of the Parish Council is to be held on Monday 3 July 2023 at 7.00 pm.**