

Wiggenhall St Mary Magdalen Parish Council

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at Wiggenhall St Mary Magdalen Village Hall on 11 May 2023 at 6.30 pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. The meeting will be open to the public unless the Council otherwise direct.

10 minutes will be allowed during the meeting for members of the public to raise points of concern on agenda items.

Declaration of Acceptance of Office will be signed and witnessed before the meeting commences

Agenda

- 19.23 Elect**
 - a Chairman and receive signed Declaration of Acceptance
 - b Vice Chairman and receive signed Declaration of Acceptance
- 20.23 Receive **apologies** for absence**
- 21.23 Confirm as a correct record the **minutes of the meeting** of the Council held 13 April 2023. Draft minutes previously circulated**
- 22.23 Accept **declarations of interest and dispensation requests** on agenda items**
- 23.23 Agree meeting be adjourned to allow **members of the public** to speak**
- 24.23 **Matters arising** not covered elsewhere on the agenda (for information only)**
- 25.23 **Correspondence** (for information only)**
- 26.23 **Appoint representatives, co-ordinators and working party groups****
 - a Clean-up team
 - b Speedwatch team co-ordinator
 - c SAM2 co-ordinator
 - d Defibrillator monitoringa
 - e Magdalen Village Hall representative
- 27.23 **Highways** -Receive reports of highways issues including lighting and public footpaths**
- 28.23 Receive **Councillors reports****
- 29.23 **Phone Boxes****
 - a Appoint contractor to trim back hedge around Church Road phone box
 - b Appoint different contractor to paint phone boxes as original contractor appointed is unable to produce Public Liability Insurance Certificate
- 30.23 **Paddocks****
 - a Paddock payment update
 - b Agree action to be taken re badgers on plot 60
- 31.23 **Planning** - Consider applications received**

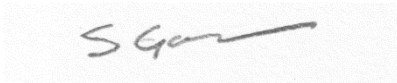
32.23 Finance

- a Resolve to accept monthly accounts to 30 April 2023
- b Resolve whether to purchase copies of Good Councillor and Finance for Councillor Guides
- c Resolve to pay schedule of payments
- d Receive schedule of regular payees as required by Financial Regulations
- e Confirm signatories and online access for Parish Council banking – all councillors
- f Receive Annual Internal Auditors report for 2022/2023
- g Complete, approve and sign Section 1, Annual Governance Statement 2022/2023
- h Consider and resolve to approve and sign and date Section 2, Accounting Statement 2022/2023
- i Approve Bank Reconciliation, Variances and supporting documents to be sent to external auditor

33.23 Councillors' concerns and agenda items for next meeting –*information only*

34.23 Agree meeting be adjourned for **Public Speaking**.

35.23 Confirm date of next meeting 8 June 2023.

A handwritten signature in dark ink, appearing to read 'S. G.', is written over a light grey rectangular background.

4 May 2023