

**LOUND PARISH COUNCIL**  
**ANNUAL PARISH COUNCIL MEETING**  
**and ANNUAL PARISH MEETING**

I hereby give notice that the Annual Meeting of Lound Parish Council will take place on Monday 15 May 2023 at 7.00pm. The meeting will be held at Lound Village Hall.  
Jill Brown – Clerk

**Annual Parish Meeting**

1. To confirm the minutes of the Annual Parish Meeting on 16 May 2022.
2. Parish Reports:  
Neighbourhood Plan, Lound Heath, Allotments and Garages, Charity Trustees, Village Hall, Picnic on the Green, Footpaths, Highways, and Planning, St John the Baptist Church, Lound Lakes, Northern Parishes, Bus Service, Chairmans Report
3. Public Forum

**Annual Parish Council Meeting**

- 1. Election of Chair**
- 2. Election of Vice Chair**
- 3. Welcome and Apologies** – Council to accept or otherwise apologies offered.
- 4. Declaration of interest and requests for dispensation** - Declaration of any pecuniary or other interest with regard to items on the agenda.
- 5. Minutes of the Previous Parish Council Meetings** - To confirm the minutes of the meeting held on Monday 6<sup>th</sup> March 2023, and the extraordinary meeting held on 24 April 2023.
- 6. Councillors elected things to do** – ROI within 28 days of taking up office, acceptance form, expenses forms by Thursday 1<sup>st</sup> June (even if nil), generic email addresses.
- 7. Councillor Training** – To identify training needs and requirements. (SALC email)
- 8. Updates**
  - Speed Indicator
  - Councillor Vacancy
  - Warm rooms Project
  - Footpath Blacksmiths Loke
  - Phone Kiosk Back Lane
- 9. Reports from District and County Councillors**
- 10. Internal Audit Report** – Clerk to present Internal Audit Report
- 11. Review of Standing Orders and Financial Regulations**
- 12. Review of Risk Assessment**
- 13. Correspondence** –
- 14. Accounts a:** Review of income and expenditure and balances to end March 2023.  
Review of bank reconciliation to end of March 2023. Review of actual and forecast income to end March 2023.

**b:** Review of income and expenditure and balances to end April 2023. Review of bank reconciliation to end of April 2023. Review of actual and forecast income to end April 2023.

**c: Payments to Authorise:**

Clerk's salary to end of June 2023

Any other payments to authorise.

**15. Review of AGAR:**

a; Review and agree Certificate of Exemption 2022/23 for AGAR purposes.

b: Review and Agree Annual Governance Statement 2022/23 for AGAR purposes.

c. Review and Agree Accounting Statements 2022/23 for AGAR purpose

**16. Internet banking** – new signatory required to replace resigning councillor.

**17. Dates of Future Meetings 2023:** 3<sup>rd</sup> July, 7<sup>th</sup> September, 6<sup>th</sup> November.

**18. Councillors Forum** - *To request items to be included in the agenda for the next meeting.*