



East Ilsley Parish Council

Annual Meeting of the Parish Council

I hereby give you Notice that the next meeting of East Ilsley Parish Council is to be held on:

Tuesday 16th May 2023 at 7.30pm at The Ilsleys Primary School (Hall)

All members of the Council are hereby summoned to attend this Annual Parish Council meeting.

AGENDA

1. To elect the Chair of East Ilsley Parish Council for the municipal year 2023 / 2024.
2. To elect the Vice Chair of East Ilsley Parish Council for municipal year 2023 / 2024.
3. To complete the Acceptance of Office forms and the Register of Business Interests for the Chair, the Vice Chair and all other councillors present due to 2023 being an election year.
4. To receive apologies for absence from members of the Council.
5. To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation for items on the agenda.
6. To receive questions or comments from members of the public regarding items on the agenda and representations from any member who has declared a personal interest.
7. To approve the minutes of the previous meeting on 14th March 2023.
8. Annual Governance & Accountability Return (AGAR) 2022 / 2023
 - a. To consider the findings of the Internal Audit Report from Heelis & Lodge
 - b. To approve the Annual Governance Statement by resolution
 - c. To consider the Accounting Statement and the Receipts and Payments Summary
 - d. To approve the Accounting Statements by resolution.
9. To review and confirm the Staffing Committee and the terms of reference.
10. To determine the appointment of any new committees.
11. To review and confirm the Standing Orders for East Ilsley Parish Council – no reported updates.
12. To review and confirm the Financial Regulations for East Ilsley Parish Council – no reported updates.

13. To review and confirm the annual subscriptions.
14. To review the Direct Debits approved by the Council.
15. To review the Asset Register.
16. To review the Risk Assessment for the audit year 2023 to 2024.
17. To review the insurance cover which is renewed on 4th October 2023.
18. To review the following policies:
 - a. Complaints Policy
 - b. Freedom of Information Policy
 - c. Data Protection Policy
 - d. Media Policy
 - e. Employment Policies (Anti-Bullying / Grievance & Disciplinary / Equality Policies)
 - f. Temporary Scheme of Delegation Policy
 - g. Grant Awarding Policy
 - h. Pond Policy
 - f. Reserves Policy (new)
19. To review the S.137 expenditure incurred for 2022 / 2023 and confirm the 2023 / 2024 values.
20. To determine the time and place for future meetings of the Parish Council including the Staffing Committee.
21. To consider areas of responsibility for each member of the Council.
22. To consider making an s.137 donation to The Local History Society to the value of £330.00 to cover website hosting fees.
23. To review and consider our comments as adjacent parish for the following planning application:
Ref: 23/00627/OUTMAJ at the Institute for Animal Health, Compton for a number of amendments and conditions to plans.
24. To discuss the appointment of a new clerk and the various tasks that are required to be actioned prior to the departure of the current clerk on 18th May.
25. To receive the Clerk's Report covering Finance, Correspondence, and miscellaneous items.
26. To discuss matters for future consideration (next agenda) – village bee hives and the Coronation Bench including removal of BMX ramp in the recreation ground.
27. Further questions or comments from members of the public.

Next Meeting of the Parish Council: To be arranged during this meeting.

Clerk to the Council: Mrs Fenella Woods. Dated: 10th May 2023

