



PINCHBECK PARISH COUNCIL

Notice is hereby given, and all members of the Council are summoned to attend a meeting of the Parish Council to be held 19:30hrs Monday, 20 May 2024 at the Pinchbeck Community Hub & Library.

Clerk to Pinchbeck Parish Council

20 May 2024

clerk@pinchbeck-pc.gov.uk

AGENDA

1. To elect the chair for the year and to record the signing of their acceptance of office.
2. To elect the vice-chair for the year and to record the signing of their acceptance of office.
3. To receive apologies for absence.
4. To receive any declarations of pecuniary interests or other disclosable interests, or any written requests to grant a dispensation ([Localism Act 2011, s.33](#)).
5. To receive representations from members of the publicⁱ.
6. To approve the [minutes](#) of the meeting held on Monday, 29 April 2024.
7. To receive the chair's report.
8. To receive the clerk's report/matters arising from the last meeting.
9. To make appointments to [committees](#) and [working parties](#).
10. To make nominations for [representatives on outside bodies](#).
11. Financial matters.
 - i. To approve the April 2024 bank reconciliation and cash book.
 - ii. To approve payments to 20 May 2024.
 - iii. To adopt [Financial Regulations](#) adapted from NALC Model Regulations April 2024.
 - iv. To review and adopt the Council's [Risk Register](#).
 - v. To note LGA 1972, s137 expenditure for y/e 31/03/2024 was within the Parish limit.
 - vi. To confirm bank mandates and account signatories.
 - vii. To receive the final internal auditor's [report](#) for y/e 31/03/2024.
 - viii. To receive the annual internal audit certificate y/e 31/03/2024 ([AGAR page 3 of 6](#)).
 - ix. Considering each statement in turn, to agree and approve responses to the annual governance statement y/e 31/03/2024 ([AGAR page 4 of 6](#)).
 - x. To approve the annual accounting statements y/e 31/03/2024 ([AGAR page 5 of 6](#)).
 - xi. To approve the [bank reconciliation](#) y/e 31/03/2024.
 - xii. To approve the [explanation of variances](#) y/e 31/03/2024.
 - xiii. To reappoint LALC as the [internal auditor](#) for the financial y/e 31/03/2025.

12. To consider [recent correspondence](#).
13. To consider [planning applications](#).
14. To note District Council [planning decisions](#).
15. To consider Highways' matters / Traffic Strategy
16. To consider committee reports
17. To review the Council's fees and charges.
18. To review current agreements and arrangements with outside bodies.
19. To review and approve continuing subscriptions.
20. To readopt existing policies and procedures
21. To approve the [dates](#) of Parish Council ordinary meetings for the forthcoming year.
22. To approve the date of the Annual Assembly of the Parish Meeting, 18:00hrs Monday 17 March 2025.
23. To resolve to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2)
24. To consider quotes for works.
25. To consider approving a feasibility study for a community café (Cllr Smith).
26. To consider matters relating to Parish Council land.
27. To consider any staffing & administration matters.

ⁱ Fifteen minutes is set aside for public participation, when a short statement may be made, or a question asked about items on the agenda, or other matters. Individual members of the public may speak for a maximum of 3 minutes. Anyone wishing to speak should raise their hand and wait to be asked by the chair. A question shall not require a response nor start a debate. Unless otherwise indicated, members of the public may not speak at any other time.