

Cerne Valley Parish Council

This is to advise you that there will be an Annual General Meeting of the Cerne Valley Parish Council

on **Thursday 16th May 2024 starting at 7pm in Cerne Abbas Village Hall**

All members of the Council are summonsed to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder and are reminded that the Council has a general duty to consider the following matters in the exercise of any of its function.

Wayne Lewin

Parish Clerk

09th May 2024

1. ELECTION OF CHAIRMAN

- 1.1 To elect Chairman
- 1.2 To receive Chairman's Declaration of Acceptance of Office

2. ELECTION OF VICE CHAIRMAN

- 2.1 To elect Vice Chairman
- 2.2 To receive Vice Chairman's Declaration of Acceptance of Office

ABATED

3. APPOINTMENT OF OFFICERS AND REPRESENTATIVES

- 3.1 Rights of Way Officer(s)
- 3.2 Flood Liaison Officer(s)
- 3.3 DAPTC representative
- 3.4 Cerne Abbas Village Hall Management Committee representative
- 3.5 Godmanstone Village Hall Management Committee representative
- 3.6 Internal Auditor
- 3.7 Parish Council committee members
- 3.8 Speed Indicating Device (SID) coordinator
- 3.9 Tree Warden
- 3.10 Charles North Charity

4. APPROVAL OF REGULATIONS AND DOCUMENTS

- 4.1 Standing Orders
- 4.2 Code of conduct
- 4.3 Financial regulations
- 4.4 Risk assessments
- 4.5 Freedom of information requests
- 4.6 General data protection regulation
- 4.7 Complaints procedure
- 4.8 Social media policy
- 4.9 Environment policy
- 4.10 Safeguarding policy
- 4.11 Equality and diversity policy
- 4.12 To confirm the frequency and timings of Full Council meetings

5. FINANCE AND AUDIT

- 5.1 To approve income and expenditure for financial year 23/24 subject to audit
- 5.2 To approve budget spend for financial year 23/24 subject to audit
- 5.3 To approve the reserves for financial year 23/24 subject to audit
- 5.4 To approve the asset register as of 31st March 2024
- 5.5 To approve the insurance schedule
- 5.6 To confirm the dates for notice of public rights to view unaudited accounts
- 5.7 To approve the explanation of variances
- 5.8 To approve the bank reconciliation
- 5.9 To approve the Annual Governance and Accountability Return for 23/24 subject to audit to include the Annual Governance Statement and Annual Accounting Statement