



Fincham Parish Council

The Annual Meeting of the Parish Council will take place on Wednesday, 25th May 2022 at Fincham Memorial Hall. The meeting will commence at 7.30pm.

**All councillors are summoned to attend.
The Press and Public are welcome to attend.**

Agenda:

1. Election of Chairman and declaration of acceptance of office
2. To consider apologies for absence
3. Declarations of Pecuniary Interest on agenda items
4. Public forum for electors to address the Council
5. To accept the minutes of the Ordinary meeting held on 23rd March 2022
6. To report on matters arising from the minutes (information only)
7. Finance matters
 - a. To receive and accept the End of Year Accounts for 2021/22
 - b. To receive and accept the Internal Auditors report
 - c. Review of Asset Register at 31st March 2022
 - d. Review and accept Statement on Internal Control for 2021/22
 - e. Certification as exempt from limited assurance review
 - f. To complete the Annual Governance Statements for 2021/22
 - g. Acceptance of Accounting Statements for 2021/22
 - h. To review insurance requirements and agree policy for 2022/23
 - i. To receive details of monthly receipts
 - j. Approve monthly expenditure
 - k. Review reconciled cashbook
 - l. Reinvestment of £5000+ proceeds from matured 12-month fixed interest bond
 - m. To consider a donation to the Memorial Hall for the Queen's Platinum Jubilee commemorations
8. Planning matters – to consider consultations on applications and decisions received
9. To consider and receive reports on Health & Safety issues
 - a. To report issues requiring attention
 - b. Return of Health & Safety Inspection sheets
10. To hear Correspondence received
 - a. Warm Homes Scheme
11. To consider Parish Affairs
 - a. Nature Reserve – including bench & cutting schedule
 - b. Footpaths and stiles
 - c. Allotment matters
 - d. Update on Speed Activated Messaging (SAM2)
 - e. Update on Community Speed Watch Scheme
 - f. Update on funding for Trod (informal footpath) for western edge of A1122
 - g. Free Recycling Programmes
 - h. Update on the first time registration of Chalk Pit
 - i. Additional tree on The Green
 - j. Commemorations for the Queen's Platinum Jubilee in 2022
 - k. Defibrillator for village
 - l. Summer Newsletter – articles and distribution

Signed *Kate Walker*

K Walker: Clerk (Locum)

Dated: 20.05.2022

12. Approval of appointment of Data Protection Officer and adoption of policies/documents for compliance with the General Data Protection Regulations
13. To propose agenda items for the next meeting
14. Confirm the date of the next meeting on 27th July 2022 at 7.30pm for an Ordinary Parish Council Meeting

To consider excluding the press and public under the Public Bodies (Admissions to Meetings) Act 1960 during the discussion of the following agenda item due to the confidential nature of matters to be discussed. The session cannot be recorded.

15. To discuss & consider staffing matters – including absence, insurance, hours, contractual arrangements, training & banking procedures