



BAGNALL PARISH COUNCIL

Annual Meeting of the Council

Tuesday 14th May 2024 commencing at 1900hrs

The meeting will be held at Stafford Arms, Bagnall, ST9 9JR

It is prohibited by Law to bring any alcohol into a room at any time where a Parish

Council meeting is in progress, any person doing so will be asked to leave immediately.

Dear Councillor

You are summoned to a meeting at the above location, at the time shown.

Yours faithfully

Signed

M Knapper

Clerk to the Council

Before the meeting there will be a public session to enable the people of Bagnall to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes. Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if s/he is present at the meeting of a parish council or of its committees but otherwise may: -Film, photograph or make an audio recording of a meeting;

-Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.

-Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the clerk prior to the meeting as there is a policy which must be followed. Any person who may find difficulty in access to the meeting through disability is asked to advise the clerk email at least 24 hours before the meeting so that every effort may be made to provide access.

Agenda

AMC001/24 **Public Participation.**

AMC002/24 **Election** of the Chair of the Council.

AMC003/24 **Election** of the Vice Chair of the Council.

AMC004/24 **Acceptance** of Office.

AMC005/24 **Apologises.**

AMC006/24 **Declarations of interest and dispensation** – Councillors must declare any personal or prejudicial interests in items on the agenda and their nature and leave the room for the relevant item.

AMC007/24 **Register of interest** – Councillors are reminded of the need to maintain their register of interest.

AMC008/24 To consider candidate for **co-option** and make a decision.

AMC009/24 To consider **minutes** for accuracy and approve minutes of previous Council meetings:
a) Full Council Meeting Tuesday 9th January 2024
b) Full Council Meeting Tuesday 13th February 2024
c) Full Council Meeting Tuesday 12th March 2024

AMC010/24 To receive a **report** from the police (if available).

AMC011/24 To receive a **report** from:
a) Staffordshire Moorlands Councillor (if available).
b) County Councillor (if available).

AMC012/24 **Clerks Report.**
a) Meeting Locations.
b) Defibrillator

AMC013/24 **Accounts/Finance:** to consider/approve. a)
To approve April 24 Bank Reconciliation.
b) To approve Aprils Payment List.
c) To approve Bank Signatories.
d) To approve online payments.
e) To approve Annual Governance Statement.
f) To approve Annual Accounting Statement.
g) To approve Certificate of Exemption.
h) To appoint J Podmore for Internal Audit 2024/25.

AMC014/24 To consider **Planning Applications** received.

AMC015/24 **Footpaths.**

AMC015/24 **Report** from Bagnall Parish Council Chairman.
a) Councillor individual roles and responsibilities.

AMC016/24 To review and approve the following policies.
a) Code of Conduct.
b) Standing Orders
c) Financial Regulations
d) Risk Assessment

Confidential Items to be discussed at the end of the meeting if Public and Press are present.

AMC017/24 To review insurance quotes and schedules and decide on a company.

AMC018/24 To approve the Clerks Contract of Employment.

AMC019/24 Items for the next Agenda

AMC020/24 To confirm Date, Time and Location of next meeting.