

Abinger Parish Council

Abinger Common, Abinger Hammer, Forest Green, Oakwood Hill & Walliswood

Annual Council Meeting of Abinger Parish Council

Dear Councillors,

You are duly summoned to the Annual Council Meeting of the Parish Council that will take place on **Monday 20th May 2024 at the Abinger Hammer Village Hall commencing 7.30pm.**

Members of the public are welcome to attend this meeting and speak for a maximum of five minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chair.

Beccy Anderson
Clerk to the Council

14th May 2024

The Public Bodies [Admission to Meetings] Act 1960 provides that meetings of local councils shall be open to the public. Provision is made for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest. Items which appear in Part 2 of the agenda are submitted for consideration when members of the public may, by resolution, have been excluded.

Agenda

ITEM	TITLE	LEAD
1	Election of Chair - Recommendation: To elect Chair of the Council and to receive the Chair's Declaration of Acceptance of Office.	PC
2	Election of Vice Chair - Recommendation: To elect Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office.	Chair
3	Attendance and Apologies for Absence - Recommendation: To accept apologies and reasons for absence.	Chair
4	PUBLIC QUESTION TIME (5 minutes) - <i>prior notice of any question to your Parish Councillor please</i>	Chair
5	To receive any declarations of interests in respect of any items on the agenda - Recommendation: receive any declarations of interest.	Chair
6	Approval of the Minutes of the ordinary meeting of the Parish Council held on 22nd April 2024 - Recommendation: The Council to approve and the Chair to sign as a correct record, the minutes of the ordinary meeting of the Parish Council held on 22 nd April 2024.	Chair
7	Matters Arising from previous Minutes (For information only)	Chair

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ITEM	TITLE	LEAD
8	<p>Review appointment of members to Committees, and representatives on outside organisations and elect Chair of the Complaints Committee - Recommendation: a) To review nominations to outside bodies and b) To nominate the Chair of the Parish Council to be the Chair of the Complaints Committee</p> <ul style="list-style-type: none"> • Planning – currently MB, PR, ER, LRS & RD • SALC – currently RD • Representative for the Green at Forest Green – currently DC • Representative for the Green at Abinger Hammer & playground - currently PC & MB • Representative for the Green at Abinger Common & playground– currently ED & ER • Representative for the Green at Walliswood & Playground – currently RD • Representatives for Forest Green proposed playground -LRS, DC, RD & ER • Walliswood Village Hall Committee – currently RD • Okewood Hill Village Hall Committee - currently RD • Forest Green Village Hall Committee – currently DC • Abinger Hammer Village Hall Committee – currently PC • Abinger Common Village Hall Committee – currently PR & ER • Transport/Wienerberger Representative – TBA • Notice Boards (to publish agendas) Okewood Hill & Walliswood LRS, Forest Green DC, Abinger Common ER & EB and Abinger Hammer PC 	Chair/ Cllrs
9	<p>To receive Clerk’s financial report and to authorise issue of cheques - Recommendation: (a) approve Period 1 April 2024 bank reconciliation (b) approve May 2024 payments.</p>	Clerk/ Cllrs
10	<p>Annual Return 01/04/2022 to 31/03/2024 – to consider the approval of the Annual Governance and Accountability Return (AGAR): Recommendation: (a)To discuss the Internal Audit Report 23.24 and approve report and recommendations. (b) to approve the 2023.2024 AGAR Report and the Chair to sign the Sections 1 & 2.</p>	Clerk/ Chair/ Cllrs
11	<p>Playgrounds Signage – Recommendation: Councillors to approve quotation for £100.45 from Stocksigns for 3 updated playground safety signs.</p>	PR
12	<p>APC Insurance Renewal - Recommendation: To approve the Insurance renewal premium from Gallagher Insurance brokers for £1,408.81</p>	Chair
13	<p>Financial Regulations April 2024 - Recommendation: To approve the adoption of the Model Financial Regulations (NALC 2024).</p>	Chair
14	<p>SALC Forum – Recommendation: Councillors to discuss the report from Cllr PR who attended the SALC Forum on 24/04/2024.</p>	PR
15	<p>Date of next meeting Next Parish Council meetings: 17th June 2024 at Okewood Hill Village Hall commencing 7pm.</p>	Chair

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ITEM	TITLE	LEAD
16	To consider excluding the public from the remainder of the meeting having regard to the nature of the business to be discussed.	Chair

Members of the public should be aware that being present at a meeting of the Council be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.