

Shipton Parish Council

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**PUBLIC NOTICE IS GIVEN FOR THE ANNUAL PARISH COUNCIL MEETING OF SHIPTON PARISH COUNCIL
COMBINED WITH THE ANNUAL PARISH MEETING BEFOREHAND.**

To Members of the Parish Council

You are summoned to attend a meeting of Shipton Parish Council to be held on **Sunday 21st May 2023 at 6.30pm for the transaction of the business stated below.** This meeting is taking place in the Reading Room. **Please note this will be the Annual Parish Meeting followed by the Annual Parish Council Meeting.**

Signed: *Hazel McKinna* Acting Clerk to the Parish Council

Date: 8th May 2023

Members of the Press and Public are cordially invited to attend.

ANNUAL PARISH MEETING AGENDA

1	Welcome and Introductions
2	Apologies for Absence: To receive apologies for absence
3	Minutes of Previous Meeting: resolve to approve draft minutes of the previous Parish Meeting held on 13 th May 2022.
4	Annual Report of the Chairman of Shipton Parish Council
5	Local Community Reports to be received from: - Reading Room Committee - Coln Rivergroup and St Oswald's Church
6	Open Forum – Questions from the floor
7	Closing Comments from The Chairman

ANNUAL MEETING OF SHIPTON PARISH COUNCIL AGENDA

1	To elect the Chairman and to receive the Declaration of Acceptance of Office
2	To elect the Vice Chairman and receive the Declaration of Acceptance of Office
3	To confirm all Members of the new Parish Council and that Register of Interests have been submitted to CDC.
4	Declarations of Interests: To receive disclosures of personal, pecuniary, and prejudicial interests from Councillors on matters to be considered at the meeting.
5	Minutes of Previous Meetings: To resolve to approve the minutes of the previous meeting held on 13 th May 2022.
6	Matters Arising from the Minutes: Clerks report regarding matters arising from the previous minutes.
7	To appoint the Parish Clerk and RFO
8	To allocate Councillor responsibilities 8.1 Highways 8.2 Trees 8.3 Communications 8.4 PROW (Public Rights of Way) 8.5 Parish Council representative to sit as a Trustee on the Reading Room Board of Trustees’.
9	To allocate non-Councillor responsibilities 9.1 Snow Warden
10	To consider any necessary changes to current policies and council documents as documented on Shipton Village website.
11	To receive an annual finance update and confirm: 11.1 Decision to exempt SPC from a Limited Assurance Review 11.2 Approval of the Annual Governance Statement for 2022/23 11.3 Approval of the Accounting Statements for 2022/23 11.4 Presentation of the Financial Report
12	To discuss and confirm the decision to develop a new website for PC/village use.
13	Village Grass Cutting and Maintenance Report. To include a discussion on community improvement projects.
14	Date of next PC General Meeting – TBC