

CAPHEATON PARISH COUNCIL

Members of the Parish Council are summoned to the Annual Meeting of the Parish Council to be held at 7.05pm, or on the rising of the preceding Annual Parish Assembly (whichever is the later), on **Monday 11 May 2026** in the Village Hall, Capheaton

Peter Ware
Clerk to Capheaton Parish Council

AGENDA

- 1) Election of Chairman & Vice Chairman
- 2) Apologies for absence
- 3) Public Questions & Participation
- 4) Annual Governance and Accountability Return for 2025/26
 - a) *To consider the Annual Internal Audit report*
 - b) *To approve the Annual Governance Statement (Section 1) for 2025/26*
 - c) *To approve the Accounting Statement (Section 2) for 2025/26*
 - d) *To confirm and approve the Certification of Exemption – AGAR 2025/26 Part 2*
 - e) *To approve the Explanation of Variances*
 - f) *To confirm the bank reconciliation as at 31st March 2026*
- 5) Minutes of the meeting held on 9 February 2026
- 6) Matters arising
- 7) Kirkheaton car parking
- 8) Correspondence & information items
- 9) Council Governance
 - a) *To review the Standing Orders*
 - b) *To review the Financial Regulations*
 - c) *To review the Financial Risk Assessment document*
 - d) *To review Parish Charges*
 - e) *To review the Asset Register*
 - f) *To review the 'Assertion 10' changes*
- 10) Finance for 2026/27
 - a) *Finance report and bank balance*
 - b) *Payments to be authorised*
- 11) Any other business
- 12) Date and time of next meeting