

CAPHEATON PARISH COUNCIL

Members of the Parish Council are summoned to the Annual Meeting of the Parish Council to be held at 6.20pm, or on the rising of the preceding Annual Parish Assembly (whichever is the later), on **Monday 12 May 2025** 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 2024/25
 - a) *To consider the Annual Internal Audit report*
 - b) *To approve the Annual Governance Statement (Section 1) for 2024/25*
 - c) *To approve the Accounting Statement (Section 2) for 2024/25*
 - d) *To confirm and approve the Certification of Exemption – AGAR 2024/25 Part 2*
 - e) *To approve the Explanation of Variances*
 - f) *To confirm the bank reconciliation as at 31st March 2025*
- 5) Minutes of the meeting held on 10 February 2025
- 6) Matters arising
- 7) Planning
 - a) 25/01902/FUL 3 North Side
- 8) Highway issues
- 9) Kirkheaton parking & EV chargers
- 10) Correspondence & information items
- 11) Finance for 2025/26
 - a) *Finance report and bank balance*
 - b) *Payments to be authorised*
 - c) *Donations/grants to be awarded*
 - d) *To review and adopt the Financial Risk Assessment*
 - e) *To review Parish Charges*
 - f) *To review Asset Register*
- 12) Any other business
- 13) Date and time of next meeting