

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 12th May 2024** at **6.30pm** in the **Reading Room** for the transaction of the business stated below. Please note: this will be the Annual Parish Meeting (APM) followed by the Annual Parish Council Meeting (APCM).

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

Verna Spires, Clerk to the Parish Council.

Agenda for Annual Parish Meeting - 12th May 2024

Item #	Description	Notes
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 13th May 2023
4	Chairman's Annual Report	Annual Report of the Chairman of Shipton Parish Council
5	Local Community Reports	Local Community Reports to be received from various village groups
6	Open Forum	Questions from the floor
7	Closing Comments from The Chairman	

Agenda for Annual Parish Council Meeting - 12th May 2024

Item #	Description	Notes
240512/1	Election of the Chairman	To elect the Chairman and to receive the Declaration of Acceptance of Office
240512/2	Election of the Vice Chairman	To elect the Vice Chairman and receive the Declaration of Acceptance of Office
240512/3	Allocation and agreement of roles and responsibilities in the Parish Council	To allocate and agree roles and responsibilities in the Parish Council: Highways/ Trees/ Communications/ PROW (Public Rights of Way)/Planning/ Parish Council- Reading Room Liaison representative
240512/4	Confirm that Register of Interests has been updated.	To confirm all Members of the Parish Council's Register of Interests has been updated.
240512/5	Declarations of Interests	To receive disclosures of personal, pecuniary, and prejudicial interests from Councillors.
240512/6	Minutes of Previous Meetings	To approve the minutes of the previous meeting held on 13th May 2023
240512/7	Matters Arising from the Minutes	Discussion and agreement regarding matters arising from the previous minutes.
240512/8	Annual Finance Update	To receive an annual finance update and confirm: <ol style="list-style-type: none"> 1. Approval of the Annual Governance Statement for 2023/24 2. Approval of the Accounting Statements for 2023/24
240512/9	Forthcoming Meetings	To agree dates for meetings for the next year