

9<sup>th</sup> May 2022

To all Members, Buildwas Parish Council  
Copied to others for information

Dear Colleagues

**NOTICE IS HEREBY GIVEN** that the Annual General Meeting of Buildwas Parish Council for the municipal year 2022/23 will take place on the 16<sup>th</sup> May 2022 at 7:30pm to be held at Buildwas Village Hall.

Members are summoned to attend for the transaction of business on this agenda.



Clerk of the Council

### **AGENDA**

1. **Apologies and declarations of Interest**  
To receive apologies and record any pecuniary or non-pecuniary declarations of interest in matters relating to the business to be conducted on this agenda.
2. **Public Session**  
The Chairman of the parish council will open the meeting and allow 15 minutes for members of the public to ask questions to the council, 3 minutes per person.
3. **Chairman's Announcements**
4. **Election of Chairman**  
To elect a Chairman to serve the municipal year 2022/23
5. **Chairman's Declaration of Acceptance of Office**  
The Chairman will be required to read out the declaration and sign.
6. **Election of Vice Chairman**  
To elect a Vice Chairman to serve the municipal year 2022/23
7. **Vice Chairman's Declaration of Acceptance of Office**  
The Vice Chairman will be required to read out the declaration and sign.
8. **Minutes of the Full Council meeting held 21<sup>st</sup> March 2022**  
Copies have been distributed to members of the Council and will be displayed on the website.
9. **Matters arising, for information, from the 21<sup>st</sup> March 2022 minutes not otherwise on the agenda**
10. **Confirmation of meeting dates and arrangements for 2022/23**  
Members to adopt a calendar of meetings for the municipal year 2022/23
11. **Confirmation of policies & procedures**  
Members to confirm the adoption of the following policies;
  - a) Financial Regulations (*latest NALC version*)
  - b) Standing Orders (*latest NALC version*)

**12. Confirmation of bankers, auditors and cheque signatories**

Members to consider the current arrangements and any recommendations as listed by the Clerk/RFO;

- a) Continue using Lloyds Bank PLC in F/Y 2022/23
- b) Move to SDH Accounting as Internal Auditors for 2022/23
- c) Remain with current cheque signatories; Cllrs: Pratt, Heath, Jones, Wilcox

**13. Annual subscriptions**

Members to consider approval of the following subscriptions to continue past current membership;

- a) Shropshire Association of Local Councils

**14. Correspondence**

Items received for information, action, consultation or decision.

**15. Reports from Shropshire Council**

To receive any reports from the Divisional Member for Severn Valley for information.

**16. Reports from Parish Councillors**

To receive any reports from Parish Councillors and any outside body reports for information.

**17. Climate and Nature Action**

To receive any updates on the production of a Climate and Nature Action Plan.

**18. Planning**

To consider the following applications:

**19. Finance reports**

- a) To approve the latest reconciliation of banking statements and payments.
- b) To receive recommendations from the Internal Audit and sign off AGAR.