



Clent Parish Council

Councillors are summoned to the Annual Meeting of the Parish Council at
7:00pm on Monday 20th May 2024
at Clent Parish Hall, Church Ave, Clent, Stourbridge DY9 9QT
Press and public are cordially invited to attend.

AGENDA

1. Apologies for absence

To receive apologies and to approve reasons for absence.

2. Election of Chairman and Vice Chairman

(a) Election of Chairman for the 2024/25 council year.

(b) Election of Vice Chairman for the 2024/25 council year.

3. Declarations of interest

With reference to items on the agenda members are reminded of their responsibility to declare interests (pecuniary and non-pecuniary) and to update their register of interests as required.

4. Dispensations

To consider any requests to the Clerk for dispensations from Members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.

5. Questions from the Public (15 minutes maximum)

Electors are invited to give their views and question the Parish Council on issues on this Agenda or raise issues for future consideration at the discretion of the Chairman. The exact duration of the public section is at the discretion of the Chairman.

6. Updates from District/County Councillors

To receive updates from the Bromsgrove District Councillors and Worcestershire County Councillor.

7. Minutes

To resolve to accept the minutes from the Parish Council meeting on the 15th April 2024 as true record of the proceedings.

8. Correspondence

To consider any correspondence received since the last meeting:

9. Policies and Procedures

To review and approve the following documents for the 2024/25 council year:

(a) Financial Regulations

(b) Standing Orders

(c) Risk Schedule

(d) Asset Register

10. Internal Auditor's Report 2023/24

(a) To receive and approve the Internal Auditor's report on the 2023/24 accounts.

11. Annual Governance and Accountability Return (AGAR) 2023/24:

Annual Governance Statement

To consider and approve the 2023/24 Annual Governance Statement which is Section 1 on the AGAR and agree that the Chairman and Clerk sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

12. Annual Governance and Accountability Return (AGAR) 2023/24:

Accounting Statements

To consider and approve the 2023/24 Accounting Statements which is Section 2 on the AGAR and agree that the Chairman and RFO sign the document and forward this to the external auditor in line with the Accounts and Audit Regulations for parish councils.

13. Finance

(a) To consider and agree the payment of the following for May 2024:

(i) Clerk salary & expenses	£761.65
(ii) HMRC PAYE	£10.20
(iii) Mr Ed Sheppard Lengthsman	£TBC
(iv) Bromsgrove DC lease	£60.00
(v) Worcestershire CALC	£880.34
(vi) IP Engraving	£43.99

(b) To consider and approve the budget monitoring report (circulated previously)

(c) To consider and approve the monthly bank reconciliation for April 2024 (circulated previously)

14. General maintenance & highway matters

a) Defib maintenance and costs for agreement (as advised by Mr Richard Price)

b) To discuss any other highway and/or parish maintenance matters and agree any action necessary.

15. Field Maintenance & Play Areas

To discuss/consider any field maintenance or play area matters and agree any action necessary.

16. Planning

To consider any planning applications submitted to Bromsgrove DC and make any comments in support or objection as consultee.

17. Clent Youth Council

To receive an update from Cllr M Sherrey and Cllr ffoulkes regarding the reinstatement of the Youth Council.

18. Parish Magazine

To agree content for the next PC article in the Parish Magazine.

19. Councillors' reports and items for the next Agenda

To receive any items of information from Councillors and consider items for the next Agenda.

Issued: 15th May 2024

Nick Farress
Clerk & RFO

